

cies of First Place Academy and/or First Baptist Church of Trenton.

- Shall comply with the conditions of an order of the Administration of First Place Academy.
- Shall, as the supervising administrator, cooperate with the Education Practices commission in monitoring the probation of a subordinate.

Every teacher and administrative personnel will be required to have training to explain these standards. In addition, it is our duty and requirement as a teacher or administrator to report any alleged misconduct

Employees and employers are protected under Florida Statutes 39.203 and 768.095 respectively. Florida Statute 39.203 establishes immunity from liability in cases of child abuse, abandonment and neglect. Florida Statute 768.095 establishes employee immunity from liability for disclosure of information regarding a former or current employee.

### *How to Report Misconduct*

- Report allegations or suspicion of misconduct by an instructional personnel member to the school administrator.
- Report allegations or suspicion of misconduct by the school administrator to the Senior Pastor / Chief Administrator of First Baptist Church Trenton and First Place Academy.
- Document the activities or details of the event.
- Secure any evidence (if applicable)

### *Who Should Report Misconduct?*

**All employees and agents of First Place Academy have a duty to report misconduct.**

**If you are aware of or observe misconduct REPORT IT IMMEDIATELY !**

A copy of these Code of Ethics and the Principles of Professional Conduct for the Staff of First Place Academy will be given to each staff member and placed in staff areas along with reporting procedures. Please also see the Staff policy manual for behavior that may be indicative of misconduct that should be reported.

### **First Place Academy**

118 NE Second Avenue  
Trenton, Florida 32693

Phone: 352-463-2038  
Www.myfbct.com



**First Place Academy**

A Christ-Centered  
College Preparatory School

**The Code of Ethics  
and the Principles of  
Professional Conduct for  
the Staff of First Place Academy**

First Place Academy is a Ministry  
of First Baptist Church of  
Trenton, Fl.  
www.myfbct.com  
352-463-2038



1. The following disciplinary rule shall constitute the principles of Professional conduct of the Staff and Employees of First Place Academy.
2. Violation of any of these principles could result in disciplinary action which could include a cut in pay, suspension from position or the termination of employment or other penalties as provided by law.
3. Obligation to the Student requires the Individual:
  - Shall make reasonable effort to protect the student from conditions harmful to learning and/ or physical health and/or safety
  - Shall not intentionally distort subject matter relevant to a student's academic program
  - Shall not teach contrary to the statement of faith as adopted by First Place Academy and First Baptist Church of Trenton.
  - Shall not intentionally violate or deny a student's legal rights.
  - Shall not discriminate against any student on the basis of race, color, sex, age, national or ethnic origin, handicapping condition, or family background and shall make reasonable effort to assure that each student is protected from harassment or discrimination.
  - Shall not exploit a relationship with a student for personal gain or advantage.
  - Shall keep in confidence information that might personally identify a student that is obtained in the course of professional service for administrative purpose, unless disclosure serves professional purposes or is required by law.

4. Obligation to the Public requires that the individual:
  - Shall take reasonable precautions to distinguish between personal views and those of First Place Academy.
  - Shall not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.
  - Shall not use institutional privileges for personal gain or advantage
  - Shall accept no gratuity, gift, or favor that might influence professional judgment.
  - Shall not offer no gratuity, gift or favor to obtain special advantages.
5. Obligation to the profession of education requires that the individual:
  - Shall maintain honesty in all professional dealings.
  - Shall not on the basis of race, color, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.
  - Shall not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly process of education or which creates a hostile, Intimidating, abusive, offensive or oppressive environment; and further, shall make reasonable effort to assure that each individual is protected from such harassment or discrimination.
  - Shall not make malicious or intentionally false statements about a colleague.
  - Shall not use coercive means or promise special

- treatment to influence professional judgment of colleagues.
- Shall not misrepresent one's own professional qualifications.
- Shall not submit fraudulent information on any document in connection with professional activities.
- Shall not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for professional position.
- Shall not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.
- Shall self-report within 48 hours to the Administrator and Senior Pastor any arrests/charges involving the abuse of a child or the sale and/or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any proceeding, civil or criminal. In addition shall self report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within 48 hours after the final judgment.
- Shall report to the appropriate authorities any known allegation of a violation of this document or policies of First Place Academy and/or First Baptist Church of Trenton.
- Shall seek no reprisal against any individual who has reported any allegation of violation of this document or the poli-