

**DECATUR COUNTY SCHOOLS  
CODE OF CONDUCT**

All employees of Decatur County Schools are required to conduct themselves in a lawful, ethical and responsible manner. Actions which reflect negatively upon the school system or which are violations of school and/or system policy, city ordinances, state and/or federal law are grounds for punitive action and/or dismissal. Adherence to this code of conduct does not imply a contractual agreement between the employee and the Decatur County Board of Education.

In the context of their job duties and responsibilities all employees are required to:

1. Report to work on time and to remain on their job during the required hours, unless properly excused by their supervisor.
2. Dress in an appropriate uniform or outfit that is in keeping with their job duties and responsibilities.
3. Conduct their behavior, actions and language in a professional manner, so that there is no disparagement, cursing or other inappropriate language, fighting, threatening to fight, stealing or other actions that may be deemed as unprofessional.
4. Conduct themselves in a professional manner in all of their dealings with students.
5. Refuse to accept gifts, gratuities, favors, money or other compensation that might impair or appear to impair or influence their decisions and actions.
6. Maintain all certification required for their job.
7. Not show flagrant disregard, misuse or misappropriation of monies, materials and/or other property of the Decatur County Board of Education.
8. Not use Decatur County Board of Education property for private or personal use.
9. Not solicit students, parents or colleagues to purchase any items or services that would result in personal or private profit.
10. Not sexually exploit or abuse student in any manner at any time to include:
  - A. Any unlawful sexual act.
  - B. Any solicitation of any sexual acts whether written, verbal or physical.
  - C. Any act of child abuse, as defined by law.
  - D. Any act of sexual harassment, as defined by law.
  - E. Any solicitation, encouragement or communication of a physical relationship with a student or any sexual contact with a student.
11. Not be under influence of, possess, use and/or consent to on any Decatur County Board of Education property or at any school-sponsored activity any alcoholic beverage and or controlled substance or furnish alcohol or any controlled substance to any student.
12. Not use a privately owned beeper or cellular phone during instructional time.
13. Not possess (or threaten to use) a firearm on a school property.
14. Perform all jobs duties and responsibilities as required by their supervisor.
15. Abide by the Drug Free Workplace Policy GAMA as a condition of employment.
16. Abide by the Tobacco Free Environment Policy GA as a condition of employment.

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Date

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Signature

It is the policy of the Decatur County Board of Education not to discriminate on the basis of race, color, national origin, sex, age, veteran status, or disabled condition in tis educational programs, activities, or employment practices.