



**Bilingual Christian Academy & Technology, Inc.**

3241 S. John Young Parkway

Kissimmee, FL 34746

(407) 530-4227 | Email: [bcatschool@bcatschool.com](mailto:bcatschool@bcatschool.com)

**Standards of Ethical Conduct**

Adapted from the Code of Ethics and Principles of Professional Conduct for the Education Profession in Florida.

At Bilingual Christian Academy & Technology, Inc. (BCAT), we are committed to the highest standards of ethical and professional conduct. These standards are essential to creating an educational environment that is safe, respectful, and conducive to learning.

**1. Core Values**

We uphold the worth and dignity of every individual, the pursuit of truth, devotion to excellence, the acquisition of knowledge, and the development of engaged citizenship. We affirm the freedom to teach and learn and the right to equal opportunity for all.

**2. Commitment to Students**

Our primary concern is the student and the development of their full potential. Therefore, all employees must strive for continuous professional growth and exercise the highest standards of professional judgment and integrity.

**3. Responsibilities Toward Students**

Instructional personnel shall:

- ✓ Make reasonable efforts to protect students from conditions harmful to learning or their physical and mental well-being.
- ✓ Not unreasonably restraining students from independent learning.
- ✓ Not unreasonably deny access to diverse points of view.
- ✓ Avoid suppressing or distorting relevant academic content.
- ✓ Refrain from exposing students to unnecessary embarrassment or disparagement.
- ✓ Respect students' legal rights.
- ✓ Avoid harassment or discrimination based on race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, disability, sexual orientation, or family background, and ensure protection from such conduct.
- ✓ Never exploit a student relationship for personal gain or advantage.
- ✓ Maintain confidentiality of personally identifiable student information, unless disclosure is required by law or serves a professional purpose.

**4. Professional Conduct**

Employees shall demonstrate the highest levels of integrity and ethical behavior in all interactions with colleagues, students, parents, and the community. They shall:

- ✓ Maintain honesty in all professional dealings.
- ✓ Avoid discrimination against colleagues based on race, color, religion, sex, age, national origin, political beliefs, marital status, disability, or family background.



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- ✓ Respect colleagues' political and civil rights.
- ✓ Avoid any harassment or discriminatory conduct that creates a hostile or disruptive environment and ensure protection against such conduct.
- ✓ Not make malicious or knowingly false statements about colleagues.

**Training Requirement**

All instructional personnel, educational support employees, and administrators are required as a condition of employment to complete training on these Standards of Ethical Conduct.

**Reporting Misconduct by Instructional Personnel and Administrators**

All employees, educational support employees, and administrators have an obligation to report misconduct by instructional personnel or school administrators that affects the health, safety, or welfare of a student. Examples of misconduct include, but are not limited to:

- ✓ Use of obscene language
- ✓ Drug or alcohol use
- ✓ Disparaging comments
- ✓ Prejudice or bigotry
- ✓ Sexual innuendo
- ✓ Cheating or testing violations
- ✓ Physical aggression
- ✓ Accepting or offering favors

**Reporting Procedures:**

Reports of misconduct by instructional personnel or employees should be made to Ruth Rodriguez at [Ruth.rodriguez@bcatschool.com](mailto:Ruth.rodriguez@bcatschool.com) or by calling (407) 530-4227, Ext. 402.

Reports of misconduct by administrators should be made to Joanna Rodriguez, at [Joanna.rodriguez@bcatschool.com](mailto:Joanna.rodriguez@bcatschool.com) or by calling (407) 530-4227, Ext. 404.

Legally sufficient allegations of misconduct by Florida certified educators will be reported to the Office of Professional Practices Services.

Policies and procedures for reporting misconduct are posted on the Teacher's lunchroom's bulletin board and are also available on our website at:

**[HTTP://WWW.BCATSCHOOL.COM/BCAT-EDUCATORS.HTML](http://www.bcatschool.com/bcat-educators.html)**



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**REPORTING CHILD ABUSE, ABANDONMENT, OR NEGLECT**

All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect.

**To report:**

Call 1-800-96-ABUSE or report online at:

<http://www.dcf.state.fl.us/abuse/report/>

**Signs of Physical Abuse:**

- ✓ Unexplained bruises, welts, cuts, or injuries
- ✓ Broken bones or burns
- ✓ Withdrawal, fear of going home, aggression, or wearing inappropriate clothing to cover injuries
- ✓ Signs of Sexual Abuse:
  - ✓ Torn or bloody underclothing, pain in the genital area
  - ✓ Sexually transmitted diseases
  - ✓ Seductive behavior, fear of a specific person, withdrawal, depression, or running away

**Signs of Neglect:**

- ✓ Poor hygiene, lack of supervision, untreated medical needs
- ✓ Underweight appearance, fatigue, hunger, or excessive need for adult attention

**Patterns of Abuse:**

- ✓ A single sign may not be significant, but repeated or combined signs warrant immediate reporting.

**Liability Protections**

Any person, official, or institution participating in good faith in reporting suspected child abuse, abandonment, or neglect to the Department of Children and Families or law enforcement is immune from civil or criminal liability. (F.S. 39.203)

Employers who disclose information about a current or former employee to a prospective employer are immune from civil liability unless it is proven by clear and convincing evidence that the disclosed information was knowingly false or violated civil rights protected under Chapter 760 of the Florida Statutes. (F.S. 768.095)