

Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare
Code	340 Vol V 2020
Status	First Reading
Last Revised	February 11, 2021

Authority

The Joint Operating Committee adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and support employees.[\[1\]](#)

Employees are responsible for the safety of students in their charge within center (school) buildings and on center (school) property.

Each employee **is responsible** for supervision, control and protection of students, commensurate with assigned duties and **directives**.

Each employee is responsible to ensure that students are supervised by a teacher or other staff member at all times while engaged in center (school) activities.

[{X}](#) An employee should not voluntarily assume responsibility for duties **the employee** cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers **and designated staff** shall provide proper instruction in **and enforcement of** safety **rules and procedures included in the Joint Operating Committee-approved health and safety plan and** assigned curriculum.[\[2\]](#)[\[3\]](#)

Each employee has the responsibility to report immediately to the building administrator **or designated staff** an accident, safety hazard, **unsafe or dangerous condition, or to immediately address observed violations of center (school) safety rules.**[\[2\]](#)

[{X}](#) Employees may not send students on any personal errands.

[{X}](#) Employees may not transport students in a personal vehicle, except when specifically **authorized by the building administrator or designee**.

[{X}](#) Employees shall not require a student to perform **services** that may be detrimental to the student's health.

Delegation of Responsibility

The Administrative Director or designee shall monitor employee’s adherence to this policy to ensure the maintenance of standards that protect student welfare.

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Legal	1. 24 P.S. 1850.1
	2. Pol. 705
	3. Pol. 805