

All Marklund Day School employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in grooming as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

Standards and Expectations Related to School Employee- Student Conduct

1. All Marklund Day School employees are expected to adhere to the Code of Ethics for Illinois Educators, adopted by the Illinois State Board of Education. The Illinois Educator code of Ethics contains five core principles which provide a foundation for the responsibilities and commitments of Illinois Educators.
 - Responsibility to Students
 - Responsibility to Self
 - Responsibility to Colleagues and the Profession
 - Responsibility to Parents, Families, and Communities
 - Responsibility to the Illinois State Board of Education
2. Prohibited grooming behaviors and “sexual misconduct include, but are not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
 - A sexual or romantic invitation
 - Dating, or soliciting a date
 - Engaging in sexualized or romantic dialog
 - Making sexually suggestive comments that are directed toward or with a student
 - Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
 - A sexual, indecent, romantic, or erotic contact with the student
3. Employees are expected to maintain professional relationships and appropriate boundaries with students.
 - Communication with Students
 - i. Employees are strictly prohibited from using any form of communication with students including but not limited to emails, letters, notes, text messages, phone calls, social media, and conversations that include any subject matter that would be deemed unprofessional and inappropriate between an employee and student. Employees must use a school provided or supported method of communication with students whenever possible and are prohibited from using personal email, text messaging, direct messaging or other forms of communication that are similar in nature.
 - Transportation of Students
 - i. Employees are not permitted to transport students in their privately-owned vehicles, unless they have obtained the prior permission of the school.

Transportation of students in Marklund vehicles requires approval of administration and ideally should include at least two staff members.

- Photographs of Students
 - i. Employees are prohibited from taking or possessing photos of a student on their personal devices, and storing or posting such pictures on their personal social media accounts. Student pictures, assuming parents have not opted out of photos, for school-sponsored activities used in furtherance of the school's educational mission are permitted. Employees should delete student photos from their personal device once photos have been posted to a Marklund social media site and/or sent to the appropriate Marklund personnel in furtherance of the school's educational mission.
 - Contact with Students
 - i. Employees are prohibited from meeting or contacting a student outside of their professional role. Some exceptions would be for situations where there is another established appropriate relationship (i.e. religious ed teacher, cub scout master, family relationship, etc.). Employees are expected to avoid situations which could result in an actual or perceived inappropriate relationship between the employee and the student. Marklund has identified a conflict interest for an active Marklund employee to also work privately offsite giving direct care/therapy for a student outside of when they are working on the clock for and being paid by Marklund as a Marklund employee. (Human Resource Policy 6-9)
4. Employees are mandated reporters and required to comply with all reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/1 et seq.) and Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.).
 5. Employees, students, parents, and any third party can report prohibited behaviors, including prohibited grooming and sexual misconduct, and/or boundary violations to any school administrator or staff member to whom the person feels comfortable reporting.
 6. Employees are required to complete training related to educator ethics, mandated reporting, child abuse, grooming behaviors, and boundary violations as required by law.
 7. Employees who violate this Code of Professional Conduct or who fail to report a violation may be subject to disciplinary action up to and including dismissal from employment.