

SECTION: PROFESSIONAL EMPLOYEES

TITLE: RESPONSIBILITY OF STAFF FOR STUDENT WELFARE

ADOPTED: FEBRUARY 19, 1996

REVISED:

# Lebanon School District

<p>1. Purpose</p> <p>2. Guidelines</p>	<p>441. RESPONSIBILITY OF STAFF FOR STUDENT WELFARE</p> <p>The purpose of this policy is to establish guidelines whereby adequate consideration of student welfare is achieved.</p> <p>The Superintendent shall prepare and promulgate guidelines to ensure the maintenance of the following standards:</p> <p>Each professional employe must maintain a standard of care and concern for supervision, control and protection of students commensurate with assigned duties and responsibilities.</p> <p>A professional employe should not voluntarily assume responsibility for duties s/he cannot reasonably perform. Such voluntary assumption carries the same responsibilities as assigned duties.</p> <p>A professional employe must provide proper instruction in the safety matters presented in assigned curriculum guides.</p> <p>Each professional employe has the responsibility to immediately report to the principal an accident or a safety hazard s/he detects.</p> <p>A professional employee may not send students on any personal errands.</p> <p>A pupil shall not be required to perform work or services that may be detrimental to his/her health.</p> <p>Professional employes are responsible for the safety of pupils in their charge within the building and on school property.</p>	<p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p> <p>6</p> <p>7</p> <p>8</p> <p>9</p> <p>10</p> <p>11</p> <p>12</p> <p>13</p> <p>14</p> <p>15</p> <p>16</p> <p>17</p> <p>18</p> <p>19</p> <p>20</p> <p>21</p> <p>22</p> <p>23</p> <p>24</p> <p>25</p> <p>26</p> <p>27</p> <p>28</p> <p>29</p> <p>30</p> <p>32</p> <p>33</p> <p>34</p> <p>35</p> <p>36</p> <p>37</p> <p>38</p> <p>39</p> <p>40</p> <p>41</p> <p>42</p> <p>43</p> <p>44</p> <p>45</p> <p>46</p>
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441. RESPONSIBILITY OF STAFF FOR STUDENT  
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Each professional employee must be in the classroom or at any other assigned station at all times or must make sure that another professional employee is temporarily in charge. The following guidelines are provided to minimize the occurrence of situations in which staff members may incur liability for their acts with relation to students:

Never leave class unattended while pupils are in room.

Accompany class wherever it is assigned and remain with it until supervision is assumed by another responsible person.

Do not permit pupils to use equipment in the classroom which has not been approved for school use.

Do not permit use of machinery except for the instructional purpose it was provided.

Do not permit students to work in a classroom, or laboratory at other than the regularly scheduled period, and then, only under qualified supervision and in accordance with the prescribed safety procedures.

Report promptly unsafe equipment or conditions to immediate supervisor.

Do not permit pupils not enrolled in laboratory classes to use power tools or other dangerous equipment.

Never permit equipment to be operated in an unsafe manner.

Do not allow pupils whose recognized physical or mental condition makes them especially prone to accident to use dangerous equipment.

Organize classroom and/or laboratory materials and equipment so as to minimize danger of injury to pupils and to self.

Ensure that proper safety gear is used wherever safety equipment is specified.

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441. RESPONSIBILITY OF STAFF FOR STUDENT  
WELFARE - Pg. 3

In general, exercise good judgment when  
assigning tasks to children to prevent bodily  
harm and damage to property.

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