

## Policy Code: 4040/7310 Staff-Student Relations

The board expects all employees to maintain the highest professional, moral, and ethical standards in their interactions with students. Employees are required to provide an atmosphere conducive to learning through consistently and fairly applied discipline and established and maintained professional boundaries. Employees are expected to motivate each student to perform to their capacity while modeling the behavior expected of students in staff-student relationships.

The interactions and relationships between staff and students must be based upon cooperation, mutual respect, and an understanding of the appropriate boundaries between adults and students inside and outside of the educational setting. Employees are expected to demonstrate good judgment and to avoid the appearance of impropriety in their interactions with students. Employees must consult their supervisor any time they suspect or are unsure whether conduct is inappropriate or otherwise constitutes a violation of this or other board policy.

For the purposes of this policy, the terms “staff” and “employees” include independent contractors, school safety officers, and volunteers, but do not include student employees or student volunteers.

### A. Romantic Relationships and Sexual Contact Prohibited

All employees are prohibited from dating, courting, or entering into a romantic relationship or having sexual contact with any student enrolled in the school system regardless of the student’s age. Employees engaging in such inappropriate conduct will be subject to disciplinary action, up to and including dismissal, and may be subject to criminal action as provided in [G.S. 14-202.4](#) and [14-27.32](#). Further, school system personnel shall provide no assistance to an individual in finding another job, beyond the routine transmittal of personnel or administrative files, if the individual engaged in sexual misconduct with a minor or a student in violation of the law. A student is enrolled in the school system if the local school board has assigned them to a school and the student has not obtained a high school diploma as provided in [G.S. 115C-366\(a\)](#).

### B. Restrictions on Electronic Communications

1. In accordance with policy 7335, Employee Use of Social Media, employees are prohibited from communicating with current students through non-school-controlled social media except to the extent that the employee and student have an appropriate relationship which originated outside of the school setting. Any communication through social media authorized under policy 7335 must meet the professional standards established in this policy and must otherwise be consistent with law and all other board policy.
2. Instant messages will be treated as a form of communication through social media subject to the terms of policy 7335 and subsection B.1 above, regardless of whether the messaging service is actually provided through a social media service or otherwise.
3. Employees are prohibited from engaging in other forms of one-to-one electronic communications (e.g., voice, voice mail, email, texting, social media, and photo or video transmission) with students. This rule shall not apply, however, if one or more of the following circumstances exist:

**Commented [1]:** Dr. Barnes will discuss whether we want to use this language to address employees using their personal vehicles to transport students or whether we go with the proposed language in Section C below.

**Formatted:** Font color: Auto

- a. the communication (1) is for an educational purpose, (2) is conducted through a school system-provided platform which archives all such communications for a period of at least three years (this requirement does not apply to telephone or voice mail communications), or is conducted via an electronic video-conferencing platform (e.g., Zoom) that has been approved by the superintendent or designee for instructional use, and (3) occurs after the employee has given prior notice to his or her supervisor or designee that such communications will occur and when they will occur;
- b. the communication is necessary in a bona fide emergency and the Guide for Communicating with Students During an Emergency is followed; or
- c. the communication derives from a relationship or association outside of the school setting and occurs with the consent of the parent or guardian, provided such communication does not otherwise violate this or other board policy.

Any one-to-one electronic communication permitted by this subsection must meet the professional standards established in this policy and must otherwise be consistent with law and all other board policies.

4. It is the duty of every employee to notify his or her supervisor of any unsolicited one-to-one communication, in any form, electronic or otherwise, received from a student when the communication lacks a clear educational purpose. School counselors are excluded from this requirement only to the extent that it conflicts with their professional duties.

5. Violations of this section will be considered unprofessional behavior subject to discipline, up to and including dismissal. Factors that may be relevant to the determination of an appropriate disciplinary response to unauthorized communications with students include, but are not limited to:

- a. the content, frequency, subject, and timing of the communication(s);
- b. whether the communication(s) was appropriate to the student's age and maturity level;
- c. whether the communication(s) could reasonably be perceived as a solicitation of sexual contact or the courting of a romantic relationship, including sexual grooming;
- d. whether there was an attempt to conceal the communication(s) from the employee's supervisor and/or the student's parent or guardian;
- e. whether the communication(s) created a disruption of the educational environment; and
- f. whether the communication(s) harmed the student in any manner.

**C. Personal/Private Vehicles**

- 1. This policy prohibits employees from transporting students in their personal or private vehicles without prior authorization by the Superintendent or his/her designee except in the case of imminent health or safety emergency involving a student where no other emergency transportation alternative is available. In such an event,**

the employee shall immediately report the circumstances to the Superintendent or his/her designee.

2. Nothing in this policy shall prohibit a parent or guardian from transporting their child to or from school for daily attendance.

**D. Reporting Inappropriate Conduct**

1. Reporting by Employees

Any employee who has reason to believe any of the following must immediately report that information to the superintendent or designee:

- a. that another employee is involved in a romantic or other inappropriate relationship or has had sexual contact with a student;
- b. that another employee has engaged in other behavior prohibited by this policy; or
- c. that the employee has witnessed behavior by another employee that has the appearance of impropriety, whether or not the behavior may have a valid purpose.

An employee who fails to inform the superintendent or designee as provided in this section may be subject to disciplinary action, up to and including dismissal.

2. Reporting by Students

Any student who believes that they or another student has been subject to misconduct that violates this policy should immediately report the situation to any trusted adult, including the principal, school counselor, or the Title IX coordinator designated in policy 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex. Students may also report through online resources, including, but not limited to, Ethics 360 and the Say Something Anonymous Reporting System.

3. Report of Criminal Misconduct

Any principal who has reason to believe that a student has been the victim of criminal conduct shall immediately report the incident in accordance with policy 4335, Criminal Behavior.

4. Report to State Superintendent of Public Instruction

Any administrator, including the superintendent, a deputy/associate/assistant superintendent, a personnel administrator, or a principal, who knows or has reason to believe that a licensed employee has engaged in conduct that would justify automatic revocation of the employee's license pursuant to [G.S. 115C-270.35](#)(b) or involves physical or sexual abuse of a child shall report that information to the State Superintendent of Public Instruction within five working days of any disciplinary action, dismissal, or resignation based on the conduct. For purposes of this subsection, physical abuse is the infliction of physical injury other than by accidental means or in self-defense, and sexual abuse is the commission of any sexual act upon a child or causing a child to commit a sexual act, regardless of consent and the age of the child. Failure to report such conduct may result in the suspension or revocation of an administrator's license by the State Board of Education.

**Commented [2]:** Insert this language if the Board wants to add more context to the highlighted language in the first paragraph of this Policy.

This reporting requirement applies in addition to any duty to report suspected child abuse in accordance with state law and policy 4240/7312, Child Abuse and Related Threats to Child Safety, as applicable.

Legal References: Elementary and Secondary Education Act, [20 U.S.C. 7926](#); Title IX of the Education Amendments of 1972, [20 U.S.C. 1681 et seq.](#), [34 C.F.R. pt. 106](#); [G.S. 14-27.32](#), [-202.4](#); [115C-47](#)(18), [-270.35\(b\)](#), [-366\(a\)](#); [16 N.C.A.C. 6C .0372](#), [.0373](#), [.0601](#), [.0602](#); State Board of Education Policy [EVAL-014](#)

Cross References: Governing Principle – Removal of Barriers (policy 1700), Title IX Nondiscrimination on the Basis of Sex (policy 1720/4030/7235), Title IX Sexual Harassment – Prohibited Conduct and Reporting Process (policy 1725/4035/7236), Title IX Sexual Harassment Grievance Process (policy 1726/4036/7237), Student and Parent Grievance Procedure (policy 1740/4010), Child Abuse and Related Threats to Child Safety (policy 4240/7312), Bullying and Harassing Behavior Prohibited (policy 4329/7311), Criminal Behavior (policy 4335), School Volunteers (policy 5015), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335), [Extracurricular Activities and Student Organizations \(policy 3620\)](#), [Graduation Requirements \(policy 3460\)](#)

▲ Adopted: May 4, 2021  
Revised: February 1, 2022

Formatted: Font color: Auto

**New Hanover County Public Schools**