

USD 308 RENO COUNTY HEAD START EMPLOYEE STANDARDS OF CONDUCT

1. I will interact professionally and respectfully with families, children, visitors, volunteers and staff.
2. I will dress according to the dress code expectations of the school district in which I work, and to the Head Start Dress Code.
3. I will respect and promote the unique identity of each child and family and refrain from stereotyping on the basis of gender, race, ethnicity, culture, religion or disability.
4. I will follow USD 308 confidentiality policies concerning information about children, families and other staff members.
 - a. Confidentiality includes sharing of non-public information regarding students, their families and Head Start staff members on social media.
 - b. You may share information and photos posted on the RCHS Facebook page. Other photos are considered confidential information due to possible safety concerns and potential documentation on file denying consent for usage.
5. I will follow all policies and procedures regarding eligibility. I know if I should intentionally violate Federal and program eligibility determination regulations and enroll pregnant women and children that are not eligible to receive Early Head Start or Head Start services I will be held accountable according USD 308 and Head Start policies.
6. I will not leave a child alone or unsupervised while under my care.
7. I will use positive methods of child guidance and will not engage in corporal punishment, emotional or physical abuse and humiliation. In addition, I will not use methods of discipline that involve isolation the use of food as punishment or reward or the denial of basic needs.
8. I will not solicit or accept personal gratuities, favors or anything of significant monetary value from contractors or potential contractors in the award of administration of contracts.
9. I will follow standards of personal and professional conduct as set forth in the USD 308 Employee Handbooks. I understand that disregarding the employee Standards of Conduct can lead to disciplinary action up to and including termination.
10. I will not bind or tie a child to restrict movement or tape a child's mouth.
11. I will not use physical activity or outdoor time as a punishment or reward.

Print Name: _____

Employee Signature: _____ Date: _____