

SCUSD DISTRICT-WIDE SAFE AND APPROPRIATE BOUNDARIES

Boundary Violations Constituting Serious Misconduct:

A boundary violation that constitutes serious misconduct is an act, omission or pattern of such behavior by and adult that does not have a legitimate educational purpose, and results in abuse of the staff/volunteer/student professional relationship. Boundary violations as defined in this policy will be considered a violation of this policy.

Romantic or Sexual Relationships

All SCUSD Staff ,Volunteers, and Community Partner Program Staff and Volunteers are prohibited from courting or dating, attempting to form or entering into a romantic or sexual relationship with any student, regardless of the student's age. Prohibited romantic or sexual interactions involving students includes, but are not limited to:

- Sexual physical contact
- Romantic flirtation, propositions, or sexual remarks
- Sexual slurs, leering, epithets, sexual or derogatory comments
- Personal comments about a student's body
- Sexual jokes, banter, innuendo, notes, stories, drawings, gestures or pictures
- Sexualized texting or "sexting"
- Spreading sexual or romantic rumors
- Touching a student's body or clothes in a sexual or intimate way or in any manner that is not age appropriate
- Restricting a student's freedom of movement in a sexually intimidating or provocative manner
- Sharing or asking students to share details of one's personal sex life, sexual preferences, fantasies, fetishes, etc.
- Displaying or transmitting sexual objects, pornography, pictures, or depictions to a student
- Any type of conduct that would be considered harassment under Board Policy

On-Site Isolation Boundaries: One-on-One Interactions - Best Practices

All SCUSD Staff ,Volunteers, and Community Partner Program Staff and Volunteers should avoid private one-on-one interactions with students. In situations where one-on-one interactions are unavoidable, the following guideline should be observed:

- Conduct all one-on-one meetings in a public place or with an open door
- If meeting in a classroom or office, leave the door open or move to an area that can be easily observed by others passing by. If it is not possible to leave the door open, ensure that it is unlocked and the meeting can be visibly observed through a window without blinds/curtain drawn
- SCUSD recognizes that various functions performed but certain SCUSD staff (e.g., counselors, school psychologists, therapists, persons assisting students with hygiene cars, etc) necessitate private meeting with students. Such SCUSD staff should exercise professional judgement to determine when it is appropriate to meet with a student in a private setting, consistent with the norms and expectations of that profession

- Avoid physical interactions
- When appropriate, consider having a Second SCUSD Staff/Volunteer/Community Partner Staff or Volunteer present nearby or within hearing distance

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Physical Interactions

No physical contact is recommended, however, the following are examples, but not an exhaustive list, of appropriate and inappropriate behaviors:

Appropriate Physical Interactions - based on the situation, role and comfort of the student:

- Side hugs, shoulder to shoulder hugs
- Pats on the back or shoulder
- Handshakes
- High-fives and hand slapping
- Verbal praise
- Touching hands, shoulders and arms
- Arms around shoulder
- Holding hands with young students in escorting situations

Inappropriate Physical Interactions - these actions are always inappropriate:

- Kisses
- Showing affection in isolated areas away from others
- SCUSD Staff, Volunteers, and Community Partner Program Staff and Volunteers sleeping in a bed with a student
- Allowing students to sit on SCUSD Staff, Volunteers, and Community Partner Program Staff and Volunteers laps
- Wrestling
- Piggyback rides
- Tickling. This does not apply to students who need tickling, light massage or shoulder compressions for sensory issues, when included in their behavior plans or IEPs. When in doubt about whether a particular physical interaction is appropriate, consult your supervisor.
- Massage given by or to a student
- Touching bottom, chest, or genital areas. This does not apply to SCUSD Staff or Community Partner Program Staff who are providing assistance to students with self-care or toileting, as needed and included in their IEP. When in doubt about whether a particular physical interaction is appropriate, consult with your supervisor.

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Verbal Interactions

All SCUSD Staff, Volunteers, and Community Partner Program Staff and Volunteers are expected to refrain from speaking to students in a way that is objectively harsh, coercive, threatening, intimidation, shaming, derogatory, demeaning, or humiliating. All SCUSD Staff, Volunteers, and Community Partner Program Staff and Volunteers must not initiate sexually oriented conversations with students or discuss their own sexual activities with or near students.

In cases where students initiate sexually orientated conversations, the SCUSD Staff, Volunteers, and Community Partner Program Staff and Volunteers must interrupt the conversation and counsel the student that this is inappropriate and specifically against school policy for them to engage in any type of sexual conversation with a student.

The following are examples, though not an exhaustive list, of appropriate and inappropriate behaviors:

Appropriate Verbal Interactions - based on the situation, role and comfort of the student:

- Positive reinforcement
- Appropriate jokes
- Encouragement
- Praise

Inappropriate Verbal Interactions - these actions are always inappropriate:

- Name calling
- Use of pet names
- Discussing sexual encounters
- Involving students in personal problems or issues
- Secrets
- Cursing
- Off-color or sexual jokes, sexual innuendo
- Shaming
- Belittling
- Derogatory remarks
- Harsh language that may frighten, threaten or humiliate the student
- Derogatory remarks about the student's family

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Off-Campus Contact

Many cases of abuse or allegations of abuse occur off campus, before or after school, and during school vacation periods. Contact outside of regularly scheduled school activities and hours may put SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers, students and the District at increased risk. In particular, inviting or allowing students to be present in SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteer homes creates an unacceptably high risk of liability.

Appropriate Outside Contact:

- Taking groups of students on an outing, with normal field trip permissions and supervisory protocols in place
- Attending sporting or school club activities with a group of students, again with appropriate field trip permissions and protocols
- Home visits as required by educational programs and only with the parent/guardian present

Inappropriate Outside Contact:

- Taking any student on an outing without permission from the parent/guardian.-no one-on-one outings are permitted
- Visiting a student in the student's home without a parent/guardian present
- Entertaining a student or students in the home of the SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers with or without a parent/guardian present
- A lone student spending the night with SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers
- When outside contact is required, ensure that the following steps are followed:
 - Supervisors should identify for SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers what types of outside contact are appropriate and inappropriate
 - Supervisors must ensure that SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers have parent/guardian permission to engage in outside contact with the student.

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Electronics and Social Media Boundaries

As with other forms of communication, when communicating electronically, all SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers shall maintain professional, safe and appropriate boundaries with students. Electronic and other communications with students shall be for legitimate educational purposes only. SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers shall not maintain personal contact with a student outside of school by phone, letter, electronic communication, or other means (beyond legitimate educational purposes) without the parent/guardian and/or school principal or designated SCUSD staff member.

District provided communication methods shall be used when communicating electronically with students. The use of District email or other District communication devices shall be in accordance with District policies and procedures. SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers shall not communicate with students, for any reason, through any medium that is designed to mask or eliminate all traces or records of the communication e.g. Snapchat, Calculator%, KeepSafe,Vault.

All electronic communications from coaches and advisors to teams or clubs to team or club members shall concern only legitimate education-related interests and shall be sent in a single communication to all participating team or club members, except for communication concerning an individual student's medical or academic privacy matters, in which case the communication will be copied to the school principal.

SCUSD Staff ,Volunteers and Community Partner Program Staff/Volunteers shall not follow or accept requests from current students or non-adult former students to be friends or connections on personal social networking sites and shall not create or participate in any networking site for communication with students other than those provided by the District for legitimate educational purposes, without the prior written approval of the school principal.

For everyone's protection, the District stresses transparency in and judicious use of all electronic communications and recommends adherence to the following guidelines:

Appropriate Electronic Communications:

- Sending or replying to text messages from students ONLY when copying the student's parent/guardian and/or the school principal
- Communication through "group pages" on Facebook or other designated public forms, however under no circumstances should SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers post any items on these public pages that would be seen as derogatory or harassing or that discusses personal information that would be inappropriate for viewing by students. SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers who post on such sites should immediately contact their supervisor to report any inappropriate postings by students or other SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers.

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- Ensure all personal profiles for SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers are set to “private” and students cannot access them. SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers should be aware that social media sites have been criticized for changing privacy setting to make it difficult to keep items private.
- Communications for school related work regarding assignments, activities etc. from a SCUSD account or from a SCUSD adopted platform.

Inappropriate Electronic Communication:

- Harsh, belittling, coercive, threatening, intimidating, shaming, derogatory, demeaning or humiliating comments
- Sharing private and personal about self or others
- Sexually oriented conversations (explicit and implicit)
- Private messages between SCUSD Staff ,Volunteers, Community Partner Program Staff and Volunteers and students from private accounts and/or unrelated to school assignments or activities
- Posting inappropriate comments or pictures
- Taking or posting pictures of students without written parent/guardian consent