

Emery County School District



Policy: GBE—Staff Responsibilities

Date Adopted: 7 September 1988
Current Review / Revision: 11 December 1997

All staff members have a responsibility to make themselves familiar with, and abide by, the laws of the state as these laws affect their work, the policies of the Board, and the regulations designed to implement them.

All staff members shall be expected to carry out their assigned responsibilities with conscientious concern. The first responsibility of the instructional staff is the education of the student.

Also, essential to the success of ongoing school operations and the instructional program are the following specific responsibilities which shall be required of all personnel:

- 1) Faithfulness and promptness in attendance at work.
- 2) Support and enforcement of policies of the Board and regulations of the school administration in regard to students.
- 3) Diligence in submitting required reports promptly at the times specified.
- 4) Care and protection of school property.
- 5) Concern and attention toward their own and the Board's legal responsibility for the safety and welfare of the students, including the needs to ensure that students are under supervision at all times.

In their association with students, all school employees will set examples that are an important part of the educational process. Their manner, dress, courtesy, industry, and attitudes establish models that affect the development of young people.* The Board expects its staff members to set exemplary models, as well as provide exemplary instruction.

*Refer to policy GBEB [Staff Conduct].