

KNOW YOUR SCHOOL BOARD POLICIES!

LOUISIANA FEDERATION OF TEACHERS
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Louisiana law, and the law in most states, *generally* requires employees to be familiar with their employer's policies, and of course to comply with those policies. If you are accused of violating a policy, it may not be sufficient to state that you weren't aware of the policy. So:

- Go online to read the policies, or request a copy of your school and school board's policies...then read the policies...and ask questions. And Federation members may call the union for advice and information.
- In other words...familiarize yourself with the school's policy ***before*** you do something on your own, such as:
 1. ***Before*** you discipline a student...find out what does the policy allow and what does it prohibit? Are you allowed to use corporal punishment, are you allowed to require a student to write lines, etc.
 2. ***Before*** you physically break up a fight, find out what the policy *requires*, what the policy *allows*, and what the policy *prohibits*. Are you required to physically break up the fight?
 3. ***Before*** you wear a political button or clothing that expresses an opinion. Note: private and parochial schools are allowed to impose more restrictions than public schools.
 4. ***Before*** you speak out on something to others, or in public.
 5. ***Before*** you "promote personal attitudes and opinions for matters other than general discussion;" That's possibly in your policy. If it is, ask your principal what it means.
 6. ***Before*** you date a co-worker.
 7. ***Before*** you use your cellphone at school.
 8. ***Before*** you videotape students or take any pictures of students.
 9. ***Before*** you blog or post any school issues on Facebook, Instagram, or any social media, or post anything with vulgar or profane language, or make any threats.
 10. ***Before*** you drive a student in your personal vehicle (don't!).
 11. ***Before*** you speak privately with a student with the door closed (don't!).
 12. ***Before*** you accept money from a parent to tutor a student at the school.
 13. ***Before*** you act on your own when you have cause to suspect that a child has been abused or neglected (and there's a law on this, too).
 14. Or anything else