



Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare - Proposed REVISIONS
Code	340
Status	DRAFT - Under Construction
Adopted	January 28, 2019

Authority

The Board adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and support employees.[1]

District employees are responsible for the safety of students in their charge within school buildings and on district property.

Each employee **is responsible** for supervision, control and protection of students, commensurate with assigned duties and **directives**.

Each employee is responsible to ensure that students are supervised by a teacher or other staff member at all times while engaged in district activities.

An employee should not voluntarily assume responsibility for duties **the employee** cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers **and designated staff** shall provide proper instruction in **and enforcement of** safety **rules and procedures and** assigned curriculum.[2][3]

Each employee has the responsibility to report immediately to the **building principal or designated staff** an accident, safety hazard, unsafe or dangerous **condition, or to immediately address observed violations of district safety rules.**[2]

Employees may not send students on any personal errands.

Employees may not transport students in a personal vehicle, except when specifically **authorized by the building principal or designee**.

Employees shall not require a student to perform **services** that may be detrimental to the student's health.

Delegation of Responsibility

Building principals shall monitor employees' adherence to this policy to ensure the maintenance of standards that protect student welfare.

Building principals shall annually develop and implement a plan of supervision for the following:

1. Student arrivals and departures, including buses.
2. Halls, restrooms and playgrounds.
3. Cafeteria.
4. Before and after school.
5. Field trips.
6. School activities.

Legal

[1. 24 P.S. 510](#)

2. Pol. 705

3. Pol. 805