



# COBB COUNTY

## SCHOOL DISTRICT

**Full Name:**

**College/University:**

**Last Four Digits of SS#:**

**Experience Type (Check One):**

Student Teaching

DLI Internship

1 Year Co-Teaching Program

---

**Student Teachers:**

**As you participate in your Student Teaching experience in the Cobb County School District, it is important that you conduct yourself in accordance with the Professional Conduct by Educators. Information regarding that Code of Conduct is provided below:**

### **PROFESSIONAL CONDUCT BY EDUCATORS**

An educator should always maintain a professional relationship with all students, both in and outside the classroom. The Cobb County School District (District) expects its employees to protect the health, safety and general welfare of students and fellow employees. The District seeks to ensure the citizens of Cobb County a degree of accountability within the education profession and to help define unethical conduct justifying disciplinary action. The Georgia Code of Ethics of Educators (Code) applies to all District employees. District employees are expected to comply with the provisions of Cobb County Board of Education Policies, Administrative Rules, and the following requirements:

### **ALCOHOL, TOBACCO AND ILLEGAL/UNAUTHORIZED DRUGS:**

Teachers and other educators **shall not:**

- Possess or use tobacco while on District property or at a school-related activity whether on or off campus (Administrative Rule GAN [Use of Tobacco]).
- Possess, use or be under the influence of alcohol while on District property or at a school-related activity whether on or off campus. The Code of Ethics indicates a school-related activity includes, but is not limited to, any activity sponsored by the school or school system, activities sponsored by booster clubs and PTA's, and any activity designed to enhance the school curriculum i.e. Foreign Language trips, etc. (Administrative Rule GCRA(1)-R [Alcohol and Controlled Substances Testing]).
- Use or possess illegal drugs under any circumstances. (Administrative Rule GAM-R [Drug-Free Workplace and Work Force]).



# COBB COUNTY

## SCHOOL DISTRICT

- Offer alcohol, tobacco, or illegal drugs to students, arrange to purchase such products for students or encourage use of such products by students.
- Discuss with student(s) the educator's personal habits pertaining to the use of alcohol, tobacco, or illegal drugs.
- Administer medications, including over-the-counter medications, to students without written permission from parents/guardians (Administrative Rule JGCD-R [Student Welfare: Medication]).

### **CONTACT WITH STUDENTS:**

Teachers and other educators **shall not:**

- Be alone with a student except when necessary for an educational purpose or emergency situation.
- Transport a student to an off-campus destination without written permission from the student's parent/guardian except in a medical emergency. If the emergency situation arises, the employee will arrange to have another adult accompany the two of you and understand that in the event of an accident, your personal insurance will be the primary coverage for you and the sole coverage for passengers. (Administrative Rule IFCB [Field Trips & Excursions]).
- Have any physical contact with a student unless necessary to protect a student(s), teacher(s), or other person(s) or unless required as part of a student's IEP. (Administrative Rule JCD-R [Student Conduct: General Provisions]).

### **COMMUNICATING WITH STUDENTS:**

Teachers and other educators **shall not:**

- Use crude, vulgar, lewd, discriminatory, offensive, or profane language on District property or at District sponsored events.
- Call students obscene or demeaning names such as stupid, jerk, moron, retarded, nerd, etc.
- Use obscene gestures.
- Tell crude, vulgar, lewd, discriminatory, offensive, or profane jokes on District property or at District sponsored events.
- Display or share crude, vulgar, lewd, discriminatory, offensive, or profane objects, printed materials, or pictures.
- Make degrading, lewd, discriminatory, offensive, profane, or suggestive comments to students about their or other students' physical appearance or development.
- Call, text, e-mail, or share on websites or blogs with students for anything other than school business. (Administrative Rule IFBG-R [Use of Technology Resources in Instruction]).



# COBB COUNTY

## SCHOOL DISTRICT

### **DATING AND SEX:**

Teachers and other educators **shall not:**

- Date students.
- Discuss their dating or intimate marital activities with students or inquire about theirs.
- Engage in any sexual conduct or have any sexual contact with students.

### **PROFESSIONAL DRESS:**

Teachers and other educators, while on District property or at a District sponsored activity, whether on or off campus, **shall not:**

- Dress in revealing, tight-fitting, low-cut clothing or garments.
- Wear clothing with slogans or product advertisements that promote the use of alcohol, tobacco, drugs, sex, or that advertise establishments that are age-inappropriate for students.
- Display tattoos or brands anywhere on the body that are obscene, advocate sexual, racial, disability, or religious discrimination or that are of a nature that tends to bring discredit to the District.
- Attach, affix, or display objects, articles, jewelry, or ornamentation to or through the nose, tongue, or any expose body part except for earrings worn only on the ear(s).

### **PERSONAL/PRIVATE GAIN:**

Teachers and other educators **shall not:**

- Solicit sales or services, advertise products, or endorse one product over another in their relations with students, parents, or employees. (Board Policy BHA [Conflict of Interest]; Administrative Rule GAGC-R [Staff Ethics] and KJ-R [Solicitation and Advertising on School Property]).
- Use classroom instruction to influence students, or through them, their parents, regarding any one political or partisan side of an issue. (Administrative Rule IKB-R [Controversial Issues]).
- Coerce students to adopt a particular religious belief or set of beliefs or to disavow a particular religious belief or set of beliefs. (Administrative Rule IKB-R [Theories of Origin]).
- Interject their personal faith-based beliefs or lack thereof, into classroom discussions. (Administrative Rule IKB-R [Theories of Origin]).



**CCSD Human Resources**

**Student Teacher Confidentiality Assurance Statement**

I, as a Student Teacher in the Cobb County School District, agree that any personally identifiable student or staff information and educational records as defined pursuant to O.C.G.A. Title 20 and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, (FERPA) as well as any other confidential information of the Cobb County School District that I may come in contact with, will be received and kept in confidence. I agree that all student information and staff records shall be kept in a secure location preventing access by unauthorized individuals.

I agree to follow Cobb County procedures to ensure protection of the confidentiality of student/staff information and other confidential information and to prevent the disclosure and unauthorized use of student/staff information.

I agree to abide by the standards of professional conduct while working in the District schools.

DATE: