

# THE SCHOOL DISTRICT OF PHILADELPHIA

No. 300

Section: 300 Employees

Title: Employee Code of Ethics

Adopted: September 14, 2017

Revised: June 25, 2020

## 300 EMPLOYEE CODE OF ETHICS

### **Purpose**

The Board of Education (“Board”) recognizes that an effective educational program requires a safe and orderly school environment, in which students and employees know and abide by reasonable standards of socially acceptable behavior and respect the rights, person, and property of others. The purpose of this policy is to establish the Employee Code of Ethics in order to set high ethical expectations for all School District of Philadelphia (“District”) employees and to create a culture that fosters trust, responsibility, and personal and institutional integrity and avoids conflicts of interest and appearances of impropriety.

### **Authority**

The Pennsylvania School Code authorizes the Board to make reasonable rules and regulations regarding the conduct of employees during the time they are engaged in their duties to the District. [1][2][3]

Thus, the Board adopts this policy to establish an Employee Code of Ethics, in order to inform employees what conduct is required and what is prohibited and the sanctions that may be applied for violation of the Code.

### **Delegation of Responsibility**

The Board directs the Superintendent or their designee, through the Office of Talent, to create an Employee Code of Ethics based on key ethical principles. The Code shall establish fair, reasonable, and nondiscriminatory rules and regulations regarding the ethical conduct of all employees in the District during the time they are employed or at any time while on school property as well as the sanctions that may be applied for violation of the Code.

While the Code provides general requirements regarding behavior, it is not meant to serve as an exhaustive list of behaviors that are prohibited nor to provide a definitive answer to every ethical situation.

**Legal References:**

1. 24 P.S. § 5-510
2. [Policy 317- Employee Conduct and Reporting Requirements](#)
3. [Policy 348 - Harassment and Discrimination of Employees](#)