



EMPLOYMENT REQUIREMENTS

Loyalty

Scripture indicates that believers need to maintain and display a strong loyalty to the Body of Believers, which is the church. The school, as an arm of the church, must receive that same loyalty.

All Teachers shall agree to uphold the purposes and objectives of CCCS as stated in the Faculty Handbook and the Statement of Faith. Should any Teacher find he/she is no longer in harmony with the stated purposes and objectives as outlined in the aforementioned documents, it is his/her Christian duty to notify the school's Administration and submit a letter of resignation.

Teacher-Student Relations

"Examine everything carefully; hold fast to that which is good; abstain from every form (appearance) of evil." 1 Thess. 5:21-22

The specific behaviors stated in this Faculty Handbook are not all-inclusive but will **serve as guidelines** for proper Teacher-student relations. As professionals and "role models" for the students of CCCS, it is our desire to teach, train and nurture them while protecting their vulnerability.

Physical Interaction

- No Teacher and student will be permitted to be alone in any room without a third party present. If this is not possible, prop the door open and be in full view of anyone passing by



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- Staff must avoid being alone with a student **on or off** campus and should never be alone in a vehicle **with a student** except as a last resort and only in the **case of** extenuating circumstances
- When it becomes necessary for a staff member to give a student a ride for any reason, the parent and direct supervisor/Administration must be notified for accountability
- Staff may not date or become romantically involved with students
- Staff must avoid giving individual gifts to students which may be interpreted as a romantic advance
- Staff members must never be overly affectionate, i.e., familiar touch, holding hands, full frontal embraces, kissing, allowing a student to sit on his/her lap, etc.
- Staff are not to engage in playful wrestling with students
- Staff should use the restrooms designated for "Staff" and should not use the same restrooms that the students use

Conversation

- Familiarity of speech must not be tolerated by Administrators, Teachers, and school staff members, i.e., students should not call Teachers or Administrators by their first names or coaches by their last names only
- Coarse jesting or cutting comments should not be tolerated from students, nor should they ever be directed toward students (i.e. sarcasm)
- Administrators, Teachers and school staff members may not discuss sensitive personal/school information with students
- There shall be no discussion of an intimate or sexual nature with students other than as directed by the curriculum including discussion of personal family problems. Discussions



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of this nature should be facilitated by the Dean of Students or Dean of Boys/Assistant Principal.

- All electronic communication should be of a professional nature. Staff should not use texting and other apps for personal conversation and should follow the guidelines above
- Video conferencing (such as FaceTime, Skype, Snapchat) should not be used to communicate with students

Biblical Guidance

- If teachers have been given approval to meet with a student for Biblical guidance by Administration, teachers and school staff members may not meet alone with a student after hours in an office or classroom with the door shut
- Since teachers are mandated reporters, situations of a sensitive nature must be referred to the Administration, Dean of Students or a Pastor.