



At Turtle Tots Academy, we are committed to upholding the highest standards of ethical conduct to ensure the well-being, development, and safety of every student entrusted to our care. These standards reflect our values of integrity, respect, responsibility, and professionalism in all aspects of our work.

1. Commitment to Children

- Place the well-being, learning, and safety of each child at the center of all decisions and practices.
- Foster a developmentally appropriate, inclusive, and nurturing learning environment.
- Support children's emotional, social, cognitive, and physical growth through intentional, respectful interactions.
- Maintain confidentiality concerning children's records, behaviors, and family circumstances.

2. Integrity and Professional Responsibility

- Model honesty, fairness, and ethical behavior in all interactions.
- Represent your qualifications, experience, and role truthfully and accurately.
- Complete duties with diligence, follow school policies, and adhere to all licensing and regulatory requirements.
- Accept constructive feedback and engage in ongoing professional development to enhance skills and knowledge.

3. Respect for Families

- Build respectful partnerships with families, recognizing their role as the child's first and most important teacher.
- Communicate clearly, consistently, and compassionately with families.
- Honor family values, cultures, languages, and traditions while upholding the school's educational philosophy.
- Maintain confidentiality about family matters and avoid gossip or judgment.

4. Ethical Conduct Among Staff

- Treat all colleagues with respect, professionalism, and fairness.
- Collaborate effectively as a team, promoting a positive and inclusive work culture.
- Resolve disagreements constructively and in alignment with school policies.
- Report any behavior that compromises the safety or integrity of the program or its members.

5. Commitment to Equity and Inclusion

- Create a learning environment that affirms diversity and promotes equity for all children and families.
- Ensure all children are treated fairly regardless of race, ethnicity, ability, gender, religion, or socioeconomic status.
- Provide individualized support to meet each child's unique needs.

6. Safe and Responsible Conduct

- Ensure a safe, clean, and organized classroom environment at all times.
- Follow all health, safety, and emergency protocols consistently and responsibly.
- Report any incidents, concerns, or violations to the appropriate supervisor or authority without delay.

7. Advocacy and Leadership

- Advocate for the rights, needs, and best interests of children within and beyond the classroom.
- Serve as a role model for ethical behavior in the school and the community.
- Promote the reputation and values of the kindergarten program through positive representation and professional conduct.

8. Training Requirements: All employees, educational support, instructional personnel, and administrators are required as a condition of employment to complete training on these standards of ethical conduct.

Reporting Misconduct by Instructional Personal and Administrators

All employees and administrators must report misconduct by instructional personnel and school administrators that affect the health, safety, or welfare of a student. Examples of misconduct include obscene language, drug and alcohol use, disparaging comments, prejudice or bigotry, sexual innuendo, cheating or testing violations, physical aggression, and accepting or offering favors.

Reports of misconduct of employees should be made to:

Charles Bridges (turtletotsacademy@yahoo.com) Program Manager – Turtle Tots Academy

Nicole Bridges (turtletotsacademy1420@gmail.com) Program Manager – Turtle Tots Academy II

Reporting Child Abuse, Abandonment, or Neglect.

All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect.

Call 1-800-96-ABUSE or report online at <https://reportabuse.myflfamilies.com/s/>

- *Signs of Physical Abuse:* The child may have unexplained bruises, welts, cuts or other injuries, broken bones; or burns. A child experiencing physical abuse may seem withdrawn or depressed, seem afraid to go home or may run away from physical contact, be aggressive, or wear inappropriate clothing to hide injuries.
- *Signs of Sexual Abuse:* The child may have torn, stained, or bloody underwear, trouble walking or sitting, pain or itching in the genital area, or a sexually transmitted disease. A child experiencing sexual abuse may have unusual knowledge of sex or act seductively, fear a particular person, seem withdrawn or depressed, gain or lose weight suddenly, shy away from physical contact, or run away from home.
- *Signs of Neglect:* The child may have unattended medical needs, little or no supervision at home, poor hygiene, or appear underweight. A child experiencing neglect may be frequently tired or hungry, steal food, or appearing overly needy for adult attention.
- *Patterns of Abuse:* Serious abuse usually involves a combination of factors. While a single sign may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.
- *Liability Protections:* Any person, official, or institution participating in good faith in any act authorized or required by law, or reporting in good faith any instance of child abuse, abandonment, or neglect to the department or any law enforcement agency, shall be immune from any civil or criminal liability which might otherwise result because of such actions (F.S. 39.203).

Any employer who discloses information about a former or current employee to a prospective employer of the former or current employee upon request of the prospective employer or of the former or current employee is immune from civil liability for such disclosure or its consequences unless it is shown by clear and convincing evidence that the information disclosed by the former or current employer was knowingly false or violated any civil right of the former or current employer protected under F.S. Chapter 760 (F.S. 768.095).