



NEBO SCHOOL DISTRICT **EMPLOYEE CODE OF ETHICS AND CONDUCT**

Employees involved in any capacity in the education of young people must represent the highest standards and values of the community. Abiding by the following standards will ensure the highest principles of behavior and uphold the trust vested in all District employees by the communities.

All employees shall:

1. Treat students, parents, fellow employees, and community members with dignity and respect, demonstrating fairness and sensitivity for ethnic, religious, and cultural heritage.
2. Promote a safe, nurturing, and positive school and work environment.
3. Establish and maintain open and positive communication with patrons and fellow employees.
4. Maintain confidentiality concerning students, families, and other employees, and avoid gossip.
5. Address problems, concerns, and grievances in an appropriate manner, beginning with the person closest to the problem.
6. Demonstrate knowledge of and act in accordance with District policies and procedures; state and federal law, rule, and regulation reasonably related to the employee's job; and all other legal and contractual standards, responsibilities, and obligations.
7. Demonstrate support of the District's goals, objectives, and Mission Statement.
8. Demonstrate a commitment to learning and professional growth.
9. Dress professionally.
10. Model and promote appropriate language.
11. Demonstrate honesty and integrity by strictly adhering to all state and District instructions and protocols in performing job duties.
12. Use facilities and equipment in a manner that protects District resources and property.
13. Follow accepted accounting practices and District policies in a manner that protects assets and financial resources.
14. Comply with the Utah Public Officers' and Employees' Ethics Act and refrain from using one's position for personal gain.

As employees of Nebo School District, we assume the responsibility for representing the District in a manner characterized by trust, morality, and ethical principles.