



I. PURPOSE

This policy serves to ensure that the students of Athlos Academy of Jefferson Parish are instructed and served by teachers and other school personnel who have not violated laws that would endanger students in any way.

II. POLICY

- A. All Athlos Academy of Jefferson Parish employees who are arrested, cited, or charged with the following alleged offenses shall report the arrest, citation, or charge within 24 hours, or prior to next appearing for work should the arrest occur on a weekend day or school holiday, to the Lead School Administrator or designee:
1. Any matters involving an alleged sex offense, including those described in LA. R.S. 14:42-43.5 and LA. R.S. 14:80-81.5;
 2. Any matters involving an alleged drug or alcohol-related offense;
 3. Any matters involving alleged bodily harm against oneself, or violence towards another person;
 4. Any matters involving an alleged crime of domestic violence;
 5. Any justified complaint of child abuse or neglect on file in the central registry; and
 6. Any matters involving an alleged crime under federal, state, or local law.
- B. Within 24 hours the Lead School Administrator, or designee, shall make a report of the crime.
- C. All school personnel shall report for work following the arrest and notice to the employer unless directed not to report for work by the Lead School Administrator or designee.
- D. Upon receiving criminal charge information involving a school employee, the Lead School Administrator or designee shall review the information and assess the employee's employment status.
- E. Action resulting from the notification of an arrest may include:

Criminal Proceedings Involving Employees

1. Immediate suspension from student supervision and/or student transportation duties for alleged sex offenses, offenses involving alcohol or drugs, or other alleged offenses which may endanger students during the investigation period;
 2. Adequate due process for the accused employee; and
 3. A process to review arrest information and make employment decisions that protect both the safety of students and the confidentiality and due process rights of employees
- F. Action resulting from failure to report an arrest shall consist of immediate suspension with or without pay by Athlos Academy of Jefferson Parish, followed by adequate due process for the accused employee, and a process to review arrest information and make employment decisions that protect both students and employees.
- G. Unless criminal charges are instituted pursuant to an arrest which is required to be reported by this policy, all information, records, hearing materials, and final recommendations of the school pertaining to such reported arrest shall remain confidential and shall not be subject to a public records request.
- H. In order to monitor compliance with this policy, Athlos Academy of Jefferson Parish shall conduct a background check of employees at hire and periodically thereafter, at least every six years.

Legal References:

[LA. R.S. 14:41 et seq](#) (*Rape and sexual battery*)

[LA. R.S. 14:80 et seq](#) (*Sexual offenses affecting minors*)

[LA. R.S. 17:16](#) (*Reporting of certain arrests*)

[LA. R.S. 17:81](#) (*General powers of local public school boards*)