

# ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

## #4205 PERSONAL USE OF SCHOOL PROPERTY

### **Purpose**

This policy will establish Entheos Academy's policy regarding personal use of school property. All administrators, educators, volunteers and other full or part time staff or anyone else that has access to or use of school property is subject to this policy.

### **Definition**

- I. "School property": any physical or digital property or service that Entheos Academy acquires in the course of business.

### **Policy**

#### Subheading

- I. All school property shall be used for school purposes only
- II. Use of School property for purposes other than school purposes may be acceptable by permission only. Permission may be granted:
  - A. As indicated in other School Policies,
  - B. As indicated in the Employee handbook, or
  - C. On a case to case basis by the Executive Director or as designated by the Director
    1. Permission may be granted in this way if:
      - a) The purpose for the use of School property is made known; and
      - b) The Executive Director or designated person determines that the use of the School property is appropriate.
      - c) The Executive Director or School Board reserves the right to refuse the use of the School property if it determines that the use is inappropriate.
- III. School property is to never be used for unprofessional, unethical or illegal activities. Teachers that use school property are subject to the standards of professional conduct.