 **No. 302**

**SECTION: EMPLOYEES**

**TITLE: SUPERVISOR/EMPLOYEE RELATIONSHIPS**

**MEDICAL ACADEMY ADOPTED: 10/8/13**

**CHARTER SCHOOL REVISED:**

302. SUPERVISOR/EMPLOYEE RELATIONSHIPS

This policy prohibits supervisory relationships between immediate family members or employees in a romantic relationship. It is the purpose of this policy to avoid conflicts of interest, to avoid the appearance of favoritism or bias, to limit personal issues from interfering with job performance, to reduce the risk of sexual harassment or the perception of sexual harassment, and to enhance supervision, security and morale.

**"Immediate family member"** means a parent, child, brother, sister, spouse, in-law, or step-relationship. Other relatives are not included in this definition.

**"Romantic relationship"** means dating or engaging in an intimate relationship.

No employee of the school shall be retained in any position where the employee has direct or indirect supervisory responsibility for, or is supervised directly or indirectly by, an immediate family member or someone with whom the employee has a romantic relationship.

An employee shall immediately (within 3 workdays) notify the Principal/CEO if his/her relationship to another employee fits within the scope of this policy. Failure to adhere to this notice requirement will result in disciplinary action, including possible termination of employment.

Where an employment relationship fits within the scope of this policy, the school has the discretion to unilaterally reassign the supervisor and/or the supervised employee.

Nothing in this policy shall prohibit the school from taking other permissible action in response to relationships covered by this policy.