

~~PERSONNEL PROTECTION FROM ASSAULT/OTHER ACTS~~

~~Employees who have suffered an assault in connection with their employment shall immediately make a report of the circumstances thereof to their principal or immediate superior, and shall make supplemental written reports within five days, attaching copies of any summons, complaint, process, information, indictment, notice, or demand served upon them in connection with such assaults. The employee shall also make a written report as to the final disposition of any such proceeding.~~

~~Such reports shall be forwarded to the State Department of Education through the superintendent's office as mandated by the legal reference to this policy. Copies of these reports shall be submitted to the school board.~~

~~In the event civil or criminal proceedings are brought against the employee, the board will comply with any reasonable request by the employee for information in the board's possession not privileged by law or school board policies and/or regulations and relevant to the incident reported.~~

~~If criminal or civil proceedings are brought against an employee alleging that the employee committed an assault in connection with his/her employment, such employee, after making the reports described above, may request the board's assistance in the preparation of the employee's defense. Upon receipt of such request, the board will instruct its attorney to consult with the employee's legal counsel in the preparation of the employee's defense, insofar as the interest of the employee and the division are not conflicting.~~

~~Nothing in this policy shall prejudice any action that the board might otherwise take regarding the employee's employment status.~~

Adopted: ~~November 17, 1997~~

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Legal Ref.: ~~Code of Virginia 18.2-60, 65.2-30~~