

Brevard Academy: A Challenge Foundation Academy (BA-CFA) reserves the right to terminate an employee at any time for any lawful reason with or without prior disciplinary counseling or notice. Nothing in this manual or any other Brevard Academy: A Challenge Foundation Academy document is intended to:

- Modify this “at-will” employment,
- Promise progressive discipline or disciplinary counseling,
- Promise notice in circumstances where Brevard Academy: A Challenge Foundation Academy considers immediate termination or discipline to be appropriate.

Disciplinary actions may entail verbal, written, final warnings, suspension, or termination. All of these actions may not be followed in some instances. Brevard Academy: A Challenge Foundation Academy reserves the right to exercise discretion in discipline. Prior warning is not a requirement for termination. If you are disciplined in writing, copies of your warnings are placed in your personnel file.

Brevard Academy: A Challenge Foundation Academy reserves the right to take any disciplinary action it considers appropriate, including termination, at any time. In addition to those situations discussed elsewhere in this Manual, listed below are some other examples where immediate termination could result. This list is general in nature and is not intended to be all-inclusive:

- Discourtesy to a student, parent, colleague, outside provider, or the general public resulting in a complaint or loss of goodwill.
- Refusal or failure to follow directives from a supervisor, manager, or Brevard Academy: A Challenge Foundation Academy officer.
- Breach of confidentiality relating to employer, employee, and student, or provider information.
- Altering, damaging, or destroying Company property or records, or another employee’s property.
- Providing false or misleading information to any BA-CFA representative or on any BA-CFA records including the employment application, benefit forms, time cards, expense reimbursement forms, etc.
- Fighting or engaging in disorderly conduct on BA-CFA’s premises or school-related event.
- Violations of any of BA-CFA’s employment policies including, but not limited to, confidentiality, security, solicitation, conflict of interest, and employee handbook.
- Conduct that is in direction opposition to the school’s mission, vision, and/or school’s strategic values.
- Conduct or performance issues of a serious nature.
- Failure of a drug or alcohol test.
- Conviction of any criminal acts while in the employ of BA-CFA.

Brevard Academy: A Challenge Foundation Academy recognizes that personal issues can sometimes affect your performance. The Employee Assistance Program (EAP) is available to employees and their families to provide confidential help with a wide variety of personal problems, issues, and concerns.

Policy regarding the Code of Ethics for North Carolina Educators