



## **Conflict of Interest Policy**

SURGE Christian Academy employees are expected to devote their best efforts to the interests of SURGE Christian Academy.

Business dealings that appear to create a conflict between the interests of SURGE Christian Academy and an employee are unacceptable. SURGE Christian Academy recognizes your right to engage in activities outside of your employment that are of a private nature and unrelated to our business. However, you must disclose any possible conflicts so that SURGE Christian Academy may assess and prevent potential conflicts of interest from arising. Please disclose actual or potential conflicts of interest, in writing, to the Headmaster - Principal – School Director before the instant they are foreseeable.

A potential or actual conflict of interest occurs whenever an employee is in a position to influence a decision that may result in a personal gain for the employee or an immediate family member (i.e., spouse or significant other, children, parents, siblings) as a result of the SURGE Christian Academy business dealings.

If you have any question whether an action or proposed course of conduct would create a conflict of interest, you should immediately contact the Principal to obtain advice on the issue. The purpose of this policy is to protect you from any conflict of interest that might arise. A violation of this policy will result in immediate and appropriate discipline, up to and including immediate termination.