

## **MOONLIGHTING**

### **Background**

It is recognized that employees of the Division may undertake a secondary form of employment by way of part-time jobs or other pursuits from which they may gain financially. Effectiveness in primary responsibilities may be adversely affected when a staff member engages in a secondary form of employment.

### **Procedures**

1. The employee shall not engage in a secondary form of employment or non-school related commercial ventures during work hours and/or during time for assigned duties.
2. Secondary activities shall not interfere with the performance or effectiveness of an employee during work hours and/or during the undertaking of assigned duties.
3. Employees shall not use Division equipment in their secondary employment or in commercial ventures.
4. It is understood that any employee contravening the above stipulations shall be liable to reprimand and/or dismissal.

Adopted/Revised: JUN 2016/NOV 2019

Reference: Section 52, 53, 68, 196, 197, 204, 222, 225 Education Act  
Teaching Profession Act  
ATA Code of Professional Conduct