

Return of Young Scholars Charter School Property

Before or at the time of termination of the employment relationship, all departing employees must return to YSCS all YSCS property that they may have been issued. Special attention should be paid to ensuring that any student records in your possession are returned and safeguarded in a way to preserve the confidentiality of the information contained therein. In the event that an employee fails to return YSCS-issued property by an agreed-upon date, the School may withhold the employee's final paycheck until property is returned.