

# Dorset Primary School No.5132

## STAFF CODE OF CONDUCT

### PURPOSE

The Code of Conduct codifies what is already common practice within the teaching profession. Its purpose is to:

- Promote adherence to the values teachers see as underpinning their profession
- Provide a set of principles which will guide teachers in their everyday conduct and assist them to solve ethical dilemmas
- Affirm the public accountability of the teaching profession
- Promote public confidence in the teaching profession

### PROFESSIONAL CONDUCT GUIDELINES

Teachers' professional conduct is characterised by the quality of the relationships they have with their students', their students' parents/carers, families and communities and their colleagues.

### RELATIONSHIPS WITH STUDENTS

#### Principle 1.1: Teachers provide opportunities for all students to learn

Teachers demonstrate their commitment to student learning by:

- Knowing their students well, respecting their individual differences and catering for their individual abilities.
- Maintaining a safe and challenging learning environment.
- Accepting professional responsibility for the provision of quality teaching.
- Having high expectations of every student, recognising and developing each student's abilities, skills and talents.
- Considering all viewpoints fairly.
- Communicating well and appropriately with their students.
- Embed a culture of child safety.
- Provide opportunities for all students to learn.

#### Principle 1.2: Teachers treat their students with courtesy and dignity

Teachers:

- Treat their students with courtesy and dignity.
- Work within the limits of their professional expertise.
- Maintain objectivity in their relationships with students.
- Promote the participation and empowerment of children.
- Participate in training and other practices that reduce the risk of child abuse by personnel.
- Adhere to processes to identify and reduce or remove risks of child abuse.
- Work to create an environment which promotes mutual respect.
- Model and engage in respectful and impartial language.
- Protect students from intimidation, embarrassment, humiliation or harm.
- Enhance student autonomy and sense of self-worth and encourage students to develop and reflect on their own values.
- Respect a student's privacy in sensitive matters, such as health or family problems, and only reveal confidential matters when appropriate, i.e. to prevent or lessen a serious threat to life, health, safety or welfare of a person (including the student).
- Refrain from discussing students' personal problems in situations where the information will not be treated confidentially.
- Use consequences, commensurate with the offence when disciplining students.

### **Principle 1.3: Teachers work within the limits of their professional expertise**

In fulfilling their role, teachers carry out a wide range of responsibilities. They support students by knowing their strengths and the limits of their professional expertise. Teachers:

- Seek to ensure that they have the physical, mental and emotional capacity to carry out their professional responsibilities
- Are aware of the role of other professionals and agencies and when students should be referred to them for assistance
- Are truthful when making statements about their qualifications and competencies.

## **RELATIONSHIPS WITH PARENTS/CARERS, FAMILIES AND COMMUNITIES**

### **Principle 1.4: Teachers maintain a professional relationship with parents/carers**

Teachers should be respectful of and courteous to parents. Teachers:

- Consider parents' perspectives when making decisions which have an impact on the education or wellbeing of a student
- Communicate and consult with parents in a timely, understandable and sensitive manner
- Take appropriate action when responding to parental concerns.

### **Principle 1.5: Teachers work collaboratively with students' families and communities**

Teachers recognise that their students come from a diverse range of cultural contexts. They seek to work collaboratively with students' families and communities within those contexts.

## **RELATIONSHIPS WITH COLLEAGUES**

### **Principle 1.6: Collegiality is an integral part of the work of teachers**

Teachers demonstrate collegiality by:

- Treating each other with courtesy and respect
- Valuing the input of their colleagues
- Using appropriate forums for constructive debate on professional matters
- Sharing expertise and knowledge in a variety of collaborative contexts
- Respecting different approaches to teaching
- Provide support for each other, particularly those new to the profession
- Sharing information relating to the wellbeing of students
- Establishing inclusive practices across all areas of the school
- Being aware of the notion of inclusiveness relating to all members of the school community (students, parents, staff)

## **PERSONAL CONDUCT**

### **Principle 2.1: The personal conduct of a teacher will have an impact on the professional standing of that teacher and on the profession as a whole**

It is expected that teachers will:

- Be positive role models at school and in the community
- Respect the rule of law and provide a positive example in the performance of civil obligations
- Not exploit their position for personal or financial gain
- Ensure that their personal or financial interests do not interfere with the performance of their duties
- Act with discretion and maintain confidentiality when discussing workplace issues.

## **PROFESSIONAL COMPETENCE**

### **Principle 3.1: Teachers value their professionalism, and set and maintain high standards of competence**

Teachers:

- Are knowledgeable in their areas of expertise
- Are committed to pursuing their own professional learning
- Complete their duties in a responsible, thorough and timely way.

**Principle 3.2: Teachers are aware of the legal requirements that pertain to their profession. In particular, they are cognisant of their legal responsibilities in relation to:**

- Discrimination, harassment and vilification
- Negligence
- Mandatory reporting
- Privacy
- Occupational health and safety
- Teacher registration

**Principle 3.3: Teachers remain professional at all times while approaching the schools administration office**

Teachers:

- Are not to enter the office.
- To communicate with administration staff via email only.
- Respect the privacy of others by:
- Avoid listening to phone conversations.
- Avoid looking at administration computer screens.
- Avoid looking at any paper work on the office tables.

### **REVIEW**

This policy was reviewed in June 2020. It will be reviewed again in January 2021.