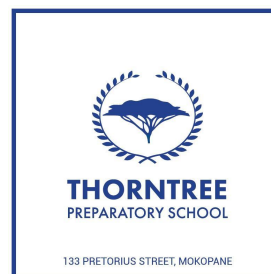




THORNTREE PREPARATORY SCHOOL

STAFF CODE OF CONDUCT



Document Name	STAFF CODE OF CONDUCT
Document Number	TPS_C2_2.2.1.9
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Administration of Document	Admin/Heads
Effective Date	01/01/2016
Approved by	Head
Scope of Document	Staff, Students, Parents
Last Revision Date	01/01/2022
Next Review	01/01/2023
Related Policies	<p>The Constitution of the Republic of South Africa (Act 108/1996.)</p> <p>The South African Schools' Act (Act 84/1996) and subsequent amendments.</p> <p>The National Education Policy Act (Act 27/1996) and any applicable policies determined in terms of this Act, including the Regulations for Admissions to Schools.</p>

Approved by:	Approved by:
	
Helyn Tooley (Principal) MJB Properties CC	Ursula van den Berg MJB Properties CC



(Adapted from the SACE Code of Professional Ethics)

1 UNDERTAKING

Educators employed at Thorntree Preparatory SCHOOL are registered or provisionally registered with the South African Council for Educators and undertake to abide by the SACE Code of Professional Ethics. They therefore undertake to:

- acknowledge the noble calling of their profession to educate and train the learners of our country;
- acknowledge that the attitude, dedication, self-discipline, ideals, training and conduct of the teaching profession determine the quality of education in this country;
- acknowledge, uphold and promote basic human rights, as embodied in the Constitution of South Africa;
- commit themselves to do all within their power, in the exercising of their professional duties, to act in accordance with the ideals of their profession, as expressed in this Code;
- act in a proper and becoming way such that their behaviour does not bring the teaching profession into disrepute.

2 CONDUCT: THE EDUCATOR AND THE LEARNER

An Educator:

- respects the dignity, beliefs and constitutional rights of learners and in particular children, which includes the right to privacy and confidentiality;
- acknowledges the uniqueness, individuality, and specific needs of each learner, guiding and encouraging each to realise his or her potentialities;
- strives to enable learners to develop a set of values consistent with the fundamental rights contained in the Constitution of South Africa;
- exercises authority with compassion;
- avoids any form of humiliation, and refrains from any form of abuse, physical or psychological;
- refrains from improper physical contact with learners;
- promotes gender equality;
- refrains from any form of sexual harassment (physical or otherwise) of learners;
- refrains from any form of sexual relationship with learners at a school;
- uses appropriate language and behaviour in his or her interaction with learners, and acts in such a way as to elicit respect from the learners;
- takes reasonable steps to ensure the safety of the learner;
- does not abuse the position he or she holds for financial, political or personal gain;
- is not negligent or indolent in the performance of his or her professional duties;
- recognises, where appropriate, learners as partners in education.

3 CONDUCT: THE EDUCATOR AND THE PARENT

An Educator, where appropriate:

- recognises the parents as partners in education, and promotes a harmonious relationship with them;
- does what is practically possible to keep parents adequately and timeously informed about the well-being and progress of the learner.

4 CONDUCT: THE EDUCATOR AND THE COMMUNITY

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An Educator recognises that an educational institution serves the community, and therefore acknowledges that there will be differing customs, codes and beliefs in the community.

5 CONDUCT: THE EDUCATOR AND HIS OR HER COLLEAGUES

An Educator:

- refrains from undermining the status and authority of his or her colleagues;
- respects the various responsibilities assigned to colleagues and the authority that arises therefrom, to ensure the smooth running of the educational institution;
- uses proper procedures to address issues of professional incompetence or misbehaviour
- promotes gender equality and refrains from sexual harassment (physical or otherwise) of his or her colleagues;
- uses appropriate language and behaviour in his or her interactions with colleagues;
- avoids any form of humiliation, and refrains from any form of abuse (physical or otherwise) towards colleagues.

6 CONDUCT: THE EDUCATOR AND THE PROFESSION

An Educator:

- acknowledges that the exercising of his or her professional duties occurs within a context requiring cooperation with and support of colleagues
- behaves in a way that enhances the dignity and status of the teaching profession and that does not bring the profession into disrepute;
- keeps abreast of educational trends and developments;
- promotes the on-going development of teaching as a profession;
- accepts that he or she has a professional obligation towards the education and induction into the profession of new members of the teaching profession.

7 CONDUCT: THE EDUCATOR AND HIS OR HER EMPLOYER

An Educator:

- recognises the employer as a partner in education;
- acknowledges that certain responsibilities and authorities are vested in the employer through legislation, and serves his or her employer to the best of his or her ability;
- refrains from discussing confidential and official matters with unauthorised persons.

8 CONDUCT: THE EDUCATOR AND THE COUNCIL

An Educator:

- complies with the provisions of this Code;
- discloses all relevant information to the Council;
- co-operates with the Council to the best of his or her ability;
- accepts and complies with the procedures and requirements of the Council, including but not limited to the Registration Procedures, the Disciplinary Procedures of the Council and the payment of compulsory fees.

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