

Code of Conduct for Teachers

- On behalf of the teaching profession, the college sets out the following standards that apply to all teachers, regular and others, regardless of their position.
- Teachers should be caring, fair and committed to the best interests of the students and seek to motivate, inspire and celebrate effort and success
- They should acknowledge and respect the uniqueness, individuality and specific needs of the students and promote their holistic development
- They must be committed to equality and inclusion and to respecting and accommodating diversity including those differences arising from gender, social and family status, religion, age, disability etc.
- They should seek to develop positive relationships with students, colleagues, parents, management and others in the academic community, that are characterised by professional integrity and judgement
- They should work to establish and maintain a culture of mutual trust and respect in the institution.
- Teachers should act with honesty and integrity in all aspects of their work.
- They should respect the privacy of others and the confidentiality of information gained in the course of professional practice.
- They should represent themselves, their professional status, qualifications and experience honestly. They should avoid conflict between their professional work and private interests which could reasonably be deemed to impact negatively on students.
- Teachers should uphold the reputation and standing of the profession.
- They should take all reasonable steps in relation to the care of students under their supervision, so as to ensure their safety and welfare.
- They should work within the framework of relevant legislation and regulations.
- They should report, where appropriate, incidents or matters which impact on student welfare.
- They should communicate effectively with students, colleagues, parents, management and others in the community in a manner that is professional, collaborative and supportive, and based on trust and respect.
- They should ensure that any communication with students, colleagues, parents, management and others is appropriate.
- They should maintain high standards of practice in relation to student learning, planning, monitoring, assessing, reporting and providing feedback.
- They should apply their knowledge and experience in facilitating students' holistic development.
- They should create an environment where students can become active agents in the learning process and develop lifelong learning skills
- They should develop teaching, learning and assessment strategies that support differentiated learning in a way that respects the dignity of all students.
- They should act in the best interest of students.
- They should take personal responsibility for sustaining and improving the quality of their professional practice by (a) actively maintaining their professional knowledge and understanding to ensure it is current (b) reflecting on and critically evaluating their professional practice, in light of their professional knowledge base and (c) availing of opportunities for career-long professional development.

Code of Conduct for Students

- All students must conduct themselves in accordance with best standards of dress, manners and behaviour.
- Students should wear clean clothes.
- As a matter of politeness, a student shall greet the teacher when he meets the latter both inside and outside the class room.
- When the teacher enters the class, the students shall be standing, until the teacher asks them to sit.
- A student attending class must have the required text books and note books with him.
- No student shall leave the class room during a lecture without the permission of the teacher.
- Students who have no class during any particular hour shall remain in the reading room.
- All students should wear their ID cards issued by the college while they are in the campus.
- Students shall not loiter on the corridors causing distraction to the ongoing classes.
- Smoking, drinking alcohol or chewing pan are prohibited in the college campus.
- Students shall not bring mobile phones inside the campus.
- The students shall not organize or attend meetings other than official ones or collect money for any purpose without the sanction of the Principal.
- Students are expected to keep decency and decorum befitting higher education.
- Notices, banners and wall - posters shall not be fixed in the premises nor shall the class rooms and premises be littered.
- Verbal abuse, intimidation and coercion are not allowed in the campus.
- Picnics, Excursions, Study Tours etc shall be under taken only with the consent of the class tutor, department head and the Principal.
- Student's vehicle will be allowed only up to the designated parking area. Entry beyond that area is strictly prohibited.
- Ragging is prohibited by law. Students shall not indulge in any such activities.