



Code of Professional Conduct for the Canadian International School of Hefei

THE PLEDGE

We, the members of Canadian International School of Hefei (CISH), accepting the responsibility to practise our profession according to the highest ethical standards, acknowledge our responsibility to the teaching profession. We are prepared to judge and to be judged by our colleagues according to the provisions of the Code of Ethics (the "Code").

PRINCIPLES

The Code is based on the following principles:

Teacher-Student

- Teachers shall regard as their first obligation the student's physical, social, moral and educational growth.
- Teachers have regard for the dignity, liberty and integrity of students under their supervision and endeavour to convey to students an understanding of their own worth.
- Teachers maintain high standards of professional competence and endeavour to develop in their students an appreciation for high standards of accomplishment.
- Teachers have regard for the safety of their students.
- Teachers recognize the special position of trust and responsibility which they assume in their guidance of young people.

Teacher-Teacher/Profession

- Teachers endeavour to maintain public regard of their profession by improving and maintaining favourable public relations.
- Teachers endeavour to improve their professional competency and maintain an awareness of changes in education and the world.
- Teachers strive to be supportive of other teachers and ensure that any criticism of other teachers is judicious and proper.
- Teachers support CISH in promoting the interests of teachers.

Teacher-Employer

- Teachers respect the authority of AKD in the management of schools.
- Teachers avoid all conflicts of interest that arise from, or that might impair their employment.



CODE OF ETHICS

1. Teacher-Student

It shall be unethical for a teacher to

- (a) treat pupils in a manner that is unjust or partial;
- (b) exploit the privileged relationship between teacher and pupil;
- (c) undermine the confidence of teachers or students in other students;
- (d) divulge other than through professional channels any information of a personal or domestic nature concerning pupils obtained in the course of his/her professional duties;
- (e) accept additional remuneration for tutoring a pupil in any subjects in which the teacher is responsible for giving classroom instruction to that pupil;
- (f) knowingly disregard the safety of his/her pupils;
- (g) fail to notify the Head of School, where he or she has information causing him or her to suspect that a child has been abandoned, deserted, physically or emotionally neglected, physically or sexually ill-treated, or otherwise abused.
- (h) fail to notify the Head of School where he or she has information causing him or her to suspect that a student has been physically or sexually ill-treated or otherwise abused by an adult in the school system.

2. Teacher-Teacher/Profession

It shall be unethical for a teacher to

- (a) seek a position except through professional means;
- (b) seek a position that is declared in dispute by CISH;
- (c) undermine the confidence of students or parents in other teachers;
- (d) criticize a fellow teacher except (i) when demanded or authorized by law or workplace policies; (ii) in response to enquiries for factual information by the administrative staff, in carrying out the normal course of their duty to the employer; or (iii) where warranted to protect the interests of the profession;
- (e) submit a report either oral or written on a fellow teacher without informing the teacher except as per 2(d)(i) or 2(d)(ii);
- (f) knowingly submit false or misleading reports on fellow teachers;
- (g) seek to change CISH policy except through the proper channels of CISH;
- (h) recognize any individual or group except CISH as the official voice of teachers;
- (i) criticize CISH, its Directors, Executive or Administrative Staff
- (j) while holding a position of added responsibility, subscribe to the dismissal of a teacher on grounds related to work performance, without first attempting to help and counsel that teacher by means of formative evaluation;
- (k) accept personal gifts which would not directly benefit the school program, from companies servicing the needs of schools or student extracurricular activities;
- (l) use his/her position to profit from the sale of goods and services to or for pupils in the teacher's charge.



3. Teacher-Employer

It shall be unethical for a teacher to

- (a) acting alone or as a member of a group, take unilateral action with an entity contrary to the position of CISH, or which may be prejudicial to fellow members;
- (b) engage in activities which advance their personal financial interest to the detriment of the employer during the hours of instruction.

4. Conduct Unbecoming a Member of the Profession

It shall be unethical for a teacher, while acting in a professional capacity or otherwise, to engage in misconduct of a reprehensible and serious nature which discredits the teaching profession or raises serious concerns as to the teacher's integrity.

5. Misconduct of a Criminal Nature

It shall be unethical for a teacher to conduct himself/herself in such a way as to be convicted in a court of competent jurisdiction of a criminal offense which represents serious misconduct which is relevant to the teacher's suitability as a member of the profession.

POLICY REVIEW PROCESS

This policy will undergo a review every two years by the school's Leadership Team. Any proposed changes reflecting new research, source documents, or methods to improve the policy's effectiveness will be shared with the school community—teachers, parents, students (if appropriate), and the director/board—for their input before any changes are implemented.

Note: The latest review of this policy was carried out in September 2023.