

HTS RUSTENBURG

CODE OF CONDUCT FOR EDUCATORS



OBJECTIVE:

The aim of this code of conduct is to commit educators to good teaching and professionalism within which sound values and standards can be maintained.

RESPECT AND RESPONSIBILITY

Each educator employed at this school

- will honor the name of the school with pride and dignity at all times and will never behave in any way that will put the school in dishonor;
- will be loyal towards the school, school community and colleagues at all times;
- will always behave professionally, not only at school, but also in the greater community in order to promote the correct image of teaching;
- will always be properly prepared to teach;
- will regularly and thoroughly control the work of learners
- is expected to attend workshops or training courses as arranged by the Department of Education, in order to remain informed as to curricular development;
- will apply sound educational principles in order to inspire learners to pride and commitment;
- will respect the hierarchy of the school;
- will not be guilty of:
 - leaving a class unsupervised

- swearing at or insulting a learner
- undue familiarity with learners
- allowing learners to handle exam papers
- discussing colleagues with or in hearing of learners
- doing private business during school [working] hours
- being in the presence of learners under the influence of alcohol or any other substance
- Use a cell phone or lab top during class
- Befriend learners on social media
- Post personal photos or comments on social media which can dishonor the school in any way

- will never use offensive language;
- will be expected to keep good discipline in the classroom as well as in public, e.g. at extra-mural activities;
- will not willfully exclude a learner from being taught;
- may not dismiss learners during school hours;
- may not leave the school grounds during working [school] hours without permission from the principal [site manager]. If permission is granted a register must be signed.
- will always be dressed appropriately and in a professional manner;
- will be expected to be involved with at least two extra-mural activity of the school;
- will strive to be punctual in all respects;

- will sign the attendance register each morning and each afternoon;
- will attend parents' evenings and meetings, school events and staff meetings;
- will do terrain duty as it is compulsory and part of every teacher's duties;
- will not administer corporal punishment;
- will never punish a learner in a humiliating way;
- will smoke only in the allocated area according to the smoking policy of the school;
- will lock money and other valuables in the strong room [should it be stolen from a classroom it is the liability of the educator];
- will never bring a firearm or other weapon into the school grounds;
- will not use a cell phone during lessons or during meetings.

DISCIPLINARY PROCEDURE FOR EDUCATORS

- three verbal warnings followed by three written warnings;
- a disciplinary hearing will be the last resort if an educator does not heed the verbal or written warnings.

GENERAL

- The constitutional rights of the educator will be protected.

- Should an educator have a grudge against a colleague, the matter must be brought to the attention of the principal or deputy principal in writing so that the matter can be handled professionally and in the best interest of both parties, the school and the learners. A grievance should be filled in writing on a HTS-16A-C.

This code of conduct has been approved:

Date _____ Place _____

Principal: _____
 Chairperson SGB: _____
 SGB members: _____



ACKNOWLEDGEMENT OF RECEIPT AND SUBJECTION TO THE CODE OF CONDUCT OF THE TECHNICAL HIGH SCHOOL, RUSTENBURG

As an educator of the Technical High School Rustenburg, I subject myself to this code of conduct and undertake to behave in such a manner that I will always honor the name of the school and be a true ambassador of the Technical High School, Rustenburg.

Signed on this _____ day of _____ 2021.

Signature of educator