



## **PROFESSIONAL STANDARDS & EXPECTATIONS**

Woodstock School is a Christian International Boarding School bringing together students and staff from a variety of national backgrounds. This creates certain expectations alongside the normal professional standards which all staff will display.

### **A. Professional Standards**

#### **Students**

1. A staff member's first professional responsibility is to the students in his/her charge.
2. A staff member's expectation of students takes into account their interest, needs and abilities.
3. A staff member keeps his/her comments as objective as possible in discussion with students regarding any controversial matter whether political, religious or racial.
4. A staff member, in cooperation with other school authorities, shares the responsibility of setting up and maintaining a learning environment suitable to the task and the students.
5. A staff member accepts, within these constraints imposed by the school authorities, responsibility for the educational opportunity and the quality of instruction given the students in his/her care.
6. A staff member regards as confidential, and does not divulge other than to appropriate persons, any information of a personal or domestic nature concerning either students or their colleagues.
7. A staff member does not use his professional position for personal profit in money, goods or services from staff, pupils or their families.
8. A staff member maintains an appropriate staff/student relationship.

#### **Administration**

9. A staff member honours any agreement, written or verbal, with the School.
10. A staff member assumes the bonafides of the school management and his/her colleagues and does not impute unworthy motives for policies or decisions with which he/she is not in agreement.

## **Colleagues**

11. A staff member reports through proper channels all matters harmful to the welfare of the School and encourages all helpful developments. He/she does not bypass immediate authority to reach higher authority without first exhausting the proper channels of communication.
12. A staff member maintains a proper respect for those in authority over him/her. This respect is shown in consultation with appropriate heads where this is needed, and a willingness to accept the head's decisions in a cooperative spirit. Those in authority are also expected to arrive at decisions only after proper consultation.
13. When criticism of the professional activity of a colleague is necessary, it is made in confidence to the proper officials and only after the member concerned has been informed.
14. A staff member notifies any other staff member whose student he/she proposes to tutor on a regular basis.

## **Professional Growth**

15. A staff member assists in the professional growth of his colleagues through the sharing of ideas and information.
16. A staff member makes a constant effort to improve himself/herself professionally.
17. A staff member invests in those activities and gains those qualifications which will genuinely make him/her more competent and does not seek enhanced qualifications primarily for the sake of status or economic advancement.

## **B. Expectations**

### **Staff members are expected to:**

1. support the philosophy and goals of the School
2. work sensitively with staff from other cultural and religious backgrounds
3. be sensitive to local customs and the religious sensibilities of India
4. have a genuine interest in global citizenship and social justice
5. share in duties and activities related to boarding school life
6. chaperone class and extra-curricular activities
7. uphold the School's stand against student smoking, drug & alcohol abuse and sexual immorality
8. refrain from smoking and drinking in the presence of students
9. serve on various school committees