

CODE OF CONDUCT FOR TEACHERS

Members of the staff play a significant role in realizing the vision and goals of Loreto Education and contribute by their example and way of life to the development of each student with whom they come in contact. The staff shall maintain high standards of professional conduct, act with integrity, and in a manner that will contribute to creating a positive image of the college.

Every staff member shall therefore -

- Uphold the ideals of Loreto Education and work for the development and realization of the vision and goals of the college,
- Abide by the rules and regulations of the college, and be diligent and punctual in carrying out all duties,
- To undertake all duties assigned by or for the University, Department of Higher Education and UGC to which the college is affiliated,
- Foster in their pupils a spirit of respect, affection and gratitude towards the college and authority,
- Be keenly interested in the all-round development of students,
- Be polite, honest and candid in their interaction with others
- Refrain from offering information outside their area of competence or authority
- Individuals shall behave in a respectful and courteous manner when dealing with all professional colleagues or other member institutions.
- Those staff in direct contact with a prospective student shall make no promises or assertions with respect to consideration for admission, placement, or award of financial aid that are not consistent with existing policy or within the authority of the institutional representative.

Ethical behaviour should be accompanied by respect and courtesy to others in the profession.

Professional behaviour includes:

- showing respect for the diversity of viewpoints found among colleagues
- refraining from unjustified or unseemly criticism of fellow members, other institutions, and other organizations
- making certain when participating in joint activities that collaborators receive due credit for their contributions
- using their office, title and professional associations only for the conduct of official business.

Loreto College, Kolkata