



Code of Conduct

Pre-Service Teacher Education Students

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| Personal Presentation | <i>It is the professional duty of pre-service teachers to:</i> <ul style="list-style-type: none">▪ conform to professional dress and grooming standards of the school▪ adopt an approachable and pleasant demeanour at all times▪ maintain high standards of personal hygiene. |
| Use of School Resources | <i>It is the professional duty of pre-service teachers to:</i> <ul style="list-style-type: none">▪ respect the needs of the staff at the school in the use of equipment such as computers and photocopiers▪ comply with school or department procedures for the use of audio-visual, library, sporting, etc resources▪ ensure that multiple copies of materials are prepared well before the lesson▪ recognise that schools have limited budgets and resources should be used thoughtfully. |
| Collaborative Relationships | <i>It is the professional duty of pre-service teachers to:</i> <ul style="list-style-type: none">▪ refrain from public criticism of university and school colleagues▪ respect the confidentiality of colleagues and students in your care▪ engage with and respond positively to professional advice and feedback, including criticism▪ promote harmonious and respectful interpersonal relationships among staff and peers▪ manage emotional tension with maturity. |
| Policy and Legislation | <i>It is the professional duty of pre-service teachers to:</i> <ul style="list-style-type: none">▪ be familiar with the Department of Education and Training regulations and school policies and ensure that these are enacted to the best of your ability▪ understand the implications of duty-of-care requirements▪ be familiar with, and operate within the legislative requirements pertaining to schools and the education and care of students and staff. |
| Professional Diligence | <i>It is the duty of the pre-service teacher to:</i> <ul style="list-style-type: none">▪ demonstrate initiative by offering ideas and strategies for the development of teaching plans▪ thoroughly prepare for all aspects of the teaching practicum, allowing sufficient time for consultation with the mentor▪ actively participate in the life of the school community by shadowing your mentor in all aspects of his/her duties and becoming involved in a diversity of activities within the school▪ demonstrate commitment through the effective management of time—early arrival at school, productive use of DOTT time and tactful use of recess and lunch times, meeting university and school deadlines▪ observe school and university regulations regarding attendance▪ willingly undertake all duties as required by the mentor teacher. |

I have read and fully understand the above and agree to abide by this Code of Conduct during my pre-service education.

Name: _____

Student No: _____

Signature: _____

Date: _____