

Code of Conduct
Pre-Service Teacher Education Students

Personal presentation	<p><i>It is the professional duty of pre-service teachers to:</i></p> <ul style="list-style-type: none"> • ensure professional dress and grooming standards • adopt an approachable and pleasant demeanour at all times • maintain high standards of personal hygiene.
Use of school resources	<p><i>It is the professional duty of pre-service teachers to:</i></p> <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, and other resources • ensure that learning materials are carefully prepared, well before the lesson • recognise that schools have limited budgets and that resources should be used thoughtfully.
Collaborative relationships	<p><i>It is the professional duty of pre-service teachers to:</i></p> <ul style="list-style-type: none"> • refrain from public criticism of university and school colleagues • respect the confidentiality of colleagues and students in their care • engage with and respond positively to professional advice and feedback • promote harmonious and respectful interpersonal relationships among staff and peers • manage emotional tension with maturity.
Policy and legislation	<p><i>It is the professional duty of pre-service teachers to:</i></p> <ul style="list-style-type: none"> • be familiar with school policies and ensure that these are enacted to the best of their ability • understand the implications of duty-of-care requirements • be cognisant of, and operate within the legislative requirements specified in the School Staff Handbook.
Professional diligence	<p><i>It is the duty of the pre-service teacher to:</i></p> <ul style="list-style-type: none"> • prepare thoroughly for all aspects of the teaching practicum, allowing sufficient time for consultation with the co-operating teacher • participate actively in the life of the school community by working with their co-operating teacher 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, including early arrival at school, productive use of DOTT time and tactful use of recess and lunch times, and meeting university and school deadlines • observe school and university regulations regarding attendance • undertake willingly all duties as required by the co-operating 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: _____

Course: _____

Signature: _____ Date: _____