



EIS
CODE OF ETHICS

2022

STRATEGY 5: THE IDENTITY STRATEGY

EIS will have a clear, shared sense of identity and purpose expressed through a set of concise, compelling Guiding Statements.

1. Create a Code of Ethics for all Stakeholders

Objective: establish a code of ethics that provides principles of conduct and ethical standards for all stakeholders. Completion Date: January 2022.

Narrative: Ethics plays an intrinsic role in educational practice around the world (Crawford, 2017) and EIS participated with a research team represented by students, directors, board members, child-protection officer, and teachers to investigate studies about the topic of ethics and school practices (Shapira-Lishchinsky 2020; McGlothlin & Miller, 2008; Yu & Durrington, 2006). The information gathered supported the EIS School Code of Ethics document.

OUR GUIDE

	Parents	Teachers	Students	Board Members
Theme	I will	I will	I will	I will
Integrity	<p>..conduct myself with honesty and decency.</p> <p>..act with moral courage and stay true to the mission and vision of the school.</p>	<p>..conduct myself with honesty and decency.</p> <p>..act with moral courage and stay true to the mission and vision of the school.</p>	<p>..conduct myself with honesty and decency.</p> <p>..act with moral courage and stay true to the mission and vision of the school.</p> <p>... reflect on my actions</p>	<p>..conduct myself with honesty and decency.</p> <p>..act with moral courage and stay true to the mission and vision of the school.</p>
Respect	<p>Respect/Respeto ..respect all EIS community members.</p> <p>..encourage my children to respect all EIS community members.</p>	<p>..respect all EIS community members.</p>	<p>..respect all EIS community members.</p> <p>...respect school property.</p>	<p>..respect all EIS community members.</p>
Discipline	<p>... consistently follow all school policies.</p> <p>..teach my children to follow all school policies.</p>	<p>... consistently follow all school policies.</p>	<p>... consistently follow all school policies.</p> <p>...follow teachers' instructions and expectations</p> <p>...work to achieve my own learning goals.</p>	<p>... consistently follow all school policies.</p>
Tolerance and Open-mindedness	<p>..respect people with beliefs and practices different from my own.</p> <p>...listen to others' ideas and opinions and consider that I may change my own perspective.</p>	<p>..respect people with beliefs and practices different from my own.</p> <p>...listen to others' ideas and opinions and consider that I may change my own perspective.</p>	<p>..respect people with beliefs and practices different from my own.</p> <p>...listen to others' ideas and opinions and consider that I may change my own perspective.</p>	<p>..respect people with beliefs and practices different from my own.</p> <p>...listen to others' ideas and opinions and consider that I may change my own perspective.</p>
Collaboration	<p>.. work in partnership with the school for the well-being of my child.</p>	<p>..work in partnership with families and colleagues for the learning and well-being of our students.</p>	<p>..work in partnership with other students and teachers for my own learning and well-being of myself and other students.</p>	<p>..work in partnership with other board members and school administration for the learning and well-being of our students.</p>
Responsibility	<p>...follow all the guidelines given by the school to support my child's education.</p> <p>... accept the positive or negative outcomes of my actions and those of my child.</p>	<p>...create a safe and optimum learning environment for each student</p> <p>...implement our school learning principles and practices to ensure enduring learning for all of our students</p> <p>...will accept the positive or negative outcomes of my actions.</p>	<p>..be proactive and responsible for my own learning</p> <p>... accept the positive or negative outcomes of my actions.</p> <p>... have self control</p> <p>... perform my tasks effectively</p>	<p>... make decisions in the best interest of the school and the school community</p> <p>...accept the positive or negative outcomes of my actions.</p>

OUR PRINCIPLES

Discipline

Respect

Integrity

Ethical Practices in School

Parents
Board Members
Teachers
Students
Principals
Administration

Collaboration

**Tolerance
and
open-mindedness**

Responsibility



EIS PARENTS CODE OF ETHICS

Integrity

- I will conduct myself with honesty and decency.
- I will act with moral courage and stay true to the mission and vision of the school.

Examples:

- I will support my children's learning while letting them be independent learners.
- I will be a positive role model for my children.

Respect

- I will respect all EIS community members.
- I will encourage my children to respect all EIS community members.

Examples:

- I will speak respectfully and calmly to all EIS community members, even when in disagreement.
- I will speak respectfully about EIS community members with and in front of my children.

Discipline

- I will consistently follow all school policies.
- I will teach my children to follow all school policies.

Examples:

- I will follow the policies put in place to make sure school runs efficiently such as driving and parking guidelines, attendance policies, uniform, etc.

Tolerance and Open-mindedness

- I will respect people with beliefs and practices different from my own.
- I will listen to others' ideas and opinions and consider that I may change my own perspective.

Examples:

- I will respect all EIS community members, no matter what their religious or political points of view are.
- I understand that EIS is a non-denominational school and that no particular religion should be given preference.
- I will respect the dignity of people of all races, religions, genders, sexualities, physical characteristics, abilities, talents, socioeconomic status, cultures, or languages.

EIS PARENTS CODE OF ETHICS

Collaboration

- I will work in partnership with the school for the well-being of my child.

Examples:

- I will attend school activities that support my child's education, such as School for Parents, Student Led Conferences, etc.
- I will encourage good sportsmanship by demonstrating support for all players, coaches and officials at all co-curricular activities.
- I will work in collaboration with my child's teachers and administrators.
- I will attend school meetings for my child when requested by the school.

Responsibility

I will follow all the guidelines given by the school to support my child's education.

I will accept the positive or negative outcomes of my actions and those of my child.

Examples:

- I will provide the materials and environment needed for my child to best learn.
- I will accept the consequences given to my children in school. If I disagree with the consequence, I will ask for a meeting with the Principal or Vice-principal of my child's division and work to find consensus.
- I will follow the hierarchy at my school: teacher, counselor, principal, vice-principal, superintendent, board member.
- I will take responsibility for choices my family makes regarding school attendance and not expect the school to make unreasonable accommodations.

EIS TEACHERS CODE OF ETHICS

Integrity

- I will conduct myself with honesty and decency.
- I will act with moral courage and stay true to the mission and vision of the school.

Examples:

- I will not let any gifts or invitations affect how I treat my students.
- I will not use my knowledge or power as a teacher to unethically help students get better grades.
- I will not play favorites when selecting grouping or participation in activities.

Respect

- I will respect all EIS community members.

Examples:

- I will speak respectfully and calmly to all EIS community members, even when in disagreement.
- I will speak respectfully about students, parents, and colleagues, even when they are not present.
- I will not share confidential information about any community member or spread unconfirmed information inside or outside of school.
- I will treat all students and parents the same regardless of previous issues or behaviors.

Discipline

- I will consistently follow all school policies.

Examples:

- I will follow the policies put in place to make sure school runs efficiently such as driving and parking guidelines, attendance policies, dress code, biosecurity measures, being on time, etc.
- I will comply with and support additional agreements put in place by departments and/or grade levels.

Tolerance and Open-mindedness

- I will make an effort to understand and respect people with beliefs and practices different from my own.
- I will listen to others' ideas and opinions and consider that I may change my own perspective.

EIS TEACHERS CODE OF ETHICS

Examples:

- I will respect all EIS community members, no matter what their religious or political points of view are.
- I understand that EIS is a non-denominational school and I should not convey my personal religious beliefs when talking with students.
- I will respect the dignity of people of all races, religions, genders, sexualities, physical characteristics, abilities, talents, socioeconomic status, cultures, or languages and not allow jokes based on any of these categories.
- I will seek to understand people who are different from myself and work to learn from others.
- I will express myself respectfully when discussing topics with others, whether we agree or disagree.

Collaboration

- I will work in partnership with families and colleagues for the learning and well-being of our students.

Examples:

- I will actively work with colleagues during professional learning and decision-making at my school.
- I will reach out to families and colleagues when I am concerned about the well-being of a specific child and work to ensure that the child feels safe at school.
- I will follow school protocols when we work together with families and colleagues.

Responsibility

- I will create a safe and optimum learning environment for each student.
- I will implement our school learning principles and practices to ensure enduring learning for all of our students.
- I will accept the positive or negative outcomes of my actions.

Examples:

- I will be 100% focused on my students when I am with them and not distracted by personal work, telephones, etc.
- I will follow school approved curriculum and programs in order to provide a consistent learning experience for students at our school.
- I will take responsibility for my professional growth and development.
- I will comply with my professional responsibilities regarding students' performance such as progress reports, etc.

EIS STUDENTS CODE OF ETHICS

Integrity

- I will conduct myself with honesty and decency.
- I will act with moral courage and stay true to the mission and vision of the school.
- I will reflect on my actions.

Examples:

- I will not lie to my teachers.
- I will learn from my mistakes.
- I will hold myself accountable for my actions.
- I will not use other's work as my own.
- I will ask for help when I need it.

Respect

- I will respect all EIS community members.
- I will respect school property.

Examples:

- I will encourage a positive environment at school.
- I will maintain a clean school campus and throw trash in the designated places.
- I will treat others the way I want to be treated.
- I will respect all staff, including teachers, maintenance, cleaning and cafeteria staff and others.
- I will behave and respect the school authorities.

Discipline

- I will consistently follow all school policies.
- I will follow teachers' instructions and expectations.
- I will work to achieve my own learning goals.

Examples:

- I will wear the proper school uniform.
- I will accept the consequences given when I break the rules.
- I will establish a list of goals.
- I will follow all biosecurity measures.
- I will come to school on time.
- I will keep my hair groomed and at a reasonable length.
- I will behave in class.



EIS STUDENTS CODE OF ETHICS

Tolerance and Open-mindedness

- I will respect people with beliefs and practices different from my own.
- I will listen to others' ideas and opinions and consider that I may change my own perspective.

Examples:

- I will keep an open mind when others participate in class discussions.
- I will understand that my own opinion is not the only one.
- I will respect others' rights to express themselves.
- I will not direct offensive comments at my classmates based on their race, religion, gender, sexuality, physical characteristics, abilities, talents, socioeconomic status, culture, or language.
- I will not make anyone feel that their experience or feelings are not valid.
- I will tolerate other beliefs and opinions.

Collaboration

- I will work in partnership with other students and teachers for my own learning and well-being of myself and other students.

Examples:

- I will help others whenever teamwork is needed.
- I will be open to work with other students regardless of their learning styles.
- I will do my part in group projects.
- I will divide parts in a project equally.
- I will acknowledge that every member of the group is equally valued.
- I will include and make others in my group feel welcome to express their ideas.

Responsibility

- I will be proactive and responsible for my own learning.
- I will accept the positive or negative outcomes of my actions.
- I will have self control.
- I will perform my tasks effectively.

Examples:

- I will turn in my work on time.
- I will do my best on every assignment.
- I will set my priorities straight: school work before other activities.
- I will organize my time appropriately.
- I will catch up on any work when I am absent from school.



EIS BOARD OF DIRECTORS CODE OF ETHICS

Integrity

- I will conduct myself with honesty and decency.
- I will act with moral courage and stay true to the mission and vision of the school.
- I will make decisions based on local laws and accredited standards.
- I will be fair, just, and impartial in all my decisions and actions.
- I will recognize that decisions are made by a majority vote and the outcome should be supported by all board members.
- I will be open, fair and honest.

Examples:

- I will make no personal promises nor take any private action that may compromise the board.
- I will refuse to surrender my independent judgment to special interest or to use the school for personal gain or for the gain of others.
- I will comply with the obligations imposed and that do not interfere with our accreditation.
- I will hold confidential all matters pertaining to the school which, if disclosed, would needlessly injure individuals or the school itself. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- I will disclose to my fellow board members any conflict of interest by declaring the nature and extent of any personal interest and recuse myself from voting.
- I will disclose any economic activity transaction that myself, my spouse, or any family members in a way related to me, has with the school.
- No hidden agendas
- I will understand that I will receive information that is confidential and cannot be shared.
- I will announce any conflicts of interest before board action is taken.

Respect

- I will respect all EIS community members.
- I will respect the right of other board members to have opinions and ideas which differ from mine.
- I will respect the decisions of the superintendent as the leader of our school.

Example

- I will speak respectfully and calmly to all EIS community members, even when in disagreement.

Discipline

- I will consistently follow all school policies.

EIS BOARD OF DIRECTORS CODE OF ETHICS

Examples:

- I will uphold and enforce all laws, rules and regulations of the Secretary of Education.
- I will confine my board action to policy making, planning, and supervision of the actions implemented by the superintendent.
- I will always remember that my first and greatest concern must be the educational welfare of all students.
- I will address staff members within related committees not as an individual Board Member.

Tolerance and Open-mindedness

- I will respect people with beliefs and practices different from my own.
- I will listen to others' ideas and opinions.

Examples:

- I will make decisions in terms of the educational welfare of children and will seek to maintain a school that meets the individual needs of students of all races, religions, genders, sexualities, physical characteristics, abilities, talents, socioeconomic status, cultures, or languages.

Collaboration

- I will work in partnership with other board members and school administration for the learning and well-being of our students.

Examples:

- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the Superintendent and will act on the complaints at public meetings only after failure of an administrative solution.
- I will respect the recommendation of the superintendent in the appointment of all employees.

Responsibility

- I will make decisions in the best interest of the school and the school community.
- I will accept the positive or negative outcomes of my actions.
- I will attend all regularly scheduled board meetings as possible.

Examples:

- I will carry out my responsibility, not to administer the school, but, together with my fellow board members, to see that it is well run.

ENFORCEMENT

The Code of Ethics guides our school actions. All consequences will be given according to the following:

- Signed School contract at the beginning of the school year. Third Clause
- Division discipline manual.

1. Elementary Parent's Manual
2. MS Disciplinary Procedure
3. High School Manual

- Recommendations of the Disciplinary Committee. Disciplinary Committee

Note: The examples presented here are only illustrative and not limiting.

I _____ agree to comply with this Code of Ethics of Escuela Internacional Sampedrana.



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