

RIDGE VALLEY SCHOOL

DLF PHASE – IV, GURUGRAM, HARYANA

ROLE OF TEACHERS AND RESPONSIBILITIES

Teachers play vital roles in the lives of the students in their classrooms. Teachers are best known for the role of educating the students that are placed in their care.

Beyond that, teachers serve many other roles in the classroom. Teachers set the tone of their classrooms, build a warm environment, mentor and nurture students, become role models, and listen and look for signs of trouble.

Ridge Valley School ensures that students are provided with every opportunity for a quality education in a safe environment. It is essential that all teachers are aware of and comply with their professional responsibilities.

As a Ridge Valley School teacher, you have a responsibility to ensure that students gain the knowledge and skills they require to become effective learners and ultimately effective and responsible citizens and to understand and appreciate the values and beliefs supported by Indian society.

You also have a responsibility to meet the high standards of professional and ethical behavior required by the department, the public, parents and the profession itself.

The following statement of professional responsibilities must be adhered to by all teachers. In carrying out your duties and responsibilities you must:

- Be conscious of your special duty of care to the students of the NSW public education system in all educational activities in and out of school.
- Demonstrate the highest standards of professional behavior, exercise professional judgement and act in a courteous and sensitive manner when interacting with students, parents or caregivers, staff and the public.
- Collaborate in the development of school plans, policies, and programs.
- Devise and document teaching and learning programs and develop and implement appropriate evaluation mechanisms.
- Be conscious of the need for equitable treatment of all students, including those with disabilities or other special needs; meet the individual learning needs of students and assist each student to maximize his or her learning outcomes.
- Effectively manage and implement programs for child protection and

studentwelfare.

- Undertake appropriate ongoing professional development to promote competence in curriculum development, delivery and evaluation, classroom management and teaching skills.
- Comply with legislative and industrial requirements and the Department's Code of Conduct, policies and procedures.
- Be familiar with the provisions of legislation relevant to your official responsibilities.
- Comply with reasonable directions given by a supervisor/principal and adhere to the official guidelines concerning the performance of your duties.
- Implement the priorities of the Department and the school and ensure your professional actions reflect Government policy and departmental procedures and guidelines.
- Be fair in exercising delegated responsibility and promote personal and professional development of staff.
- Perform your duties efficiently and effectively and with honesty, integrity and fairness at all times.
- Ensure that decisions are made fairly and conveyed promptly both within the Department and to those students and members of the public who have a right to know.
- Use information gained in the course of employment only for proper and appropriate purpose.
- Use public resources economically.
- Except in the discharge of official duties use no information gained by or conveyed to you in the course of those duties.
- Teachers must not, under any circumstances, use any form of discipline that includes any threat of physical violence or harm, corporal punishment or engage in any form of behavior which could cause physical, emotional or psychological harm of any kind to students.

The profession of teaching necessarily brings teachers into close contact with children and young people. Effective teaching is based on warm, mutually respectful relationships between teachers and students.