

# **Code of Conduct Document**

The Committee decided upon the following guidelines for Teachers' students and staff members.

## **Teachers'**

1. All teachers' will adhere to school timings and report at the scheduled time in proper formal dress.
2. The teachers. Shall carry out the assigned duties sincerely and carefully.
3. The behavior towards students should be dignified undiscriminatory.
4. In case of any student dissatisfaction they must take every measure to alleviate the feeling.
5. In case of a grave offence on the part of a student the matter has to be brought to proper committee /principal.
6. A teacher has to sincere, honest, innovative and given to the idea of total improvement of students.

## **Students'**

1. All students must report before assembly in proper uniform smartly turned out.
2. All students must carry out all the instruction issued by teachers'
3. They have to behave with proper decorum and respect with all teachers', Non teaching staff and follow students.
4. In case of any grievance redressal committee/principal
5. All students must strive to achieve the ideal role model of a sincere, well behaved, disciplined and dedicated student.

## **Non teaching staff**

1. They must adhere to the regularly of time schedule.
2. In behavior, they have to be patient, helpful and out going towards students and visitors,
3. Service above self has to be the matter.
4. In case of any dispute the matter in to be brought to the notice of the principal.

The following norms have been laid out for students, Teachers and non teaching staff by DMMTTC.

(1) Discipline:-

(a) The students have to turn up in proper uniform at the right- time. The teachers and non-teaching staff have to be dressed formally and decently.

(b) Students have to carry out the work given in time.

(c) The students and teachers both have to maintain a decorum of mutual respect.

(d) No student can be physically handled.

(2) (a) In case of any grievance proper channel has to be followed.

(b) No political activity can be carried out in the campus...

(3) No illegal activity including sexual abuse, ragging physical assault will be tolerated and will be punishable as per IPC.