



Port Said Integrated International School

Code of Ethics

2021 - 2022

All members of PIS Community, whether students, faculty, staff or administration have the obligation to uphold the high standards of academic integrity and professional responsibility which form the ethical pillars of PIS. Through this Code of Ethical Conduct, the PIS community affirms the importance of academic honesty, respect for other community members, and the expectation that students will conduct themselves in accordance with the highest standards of professionalism.

PIS celebrates and fosters the diversity, freedom of expression, and professionalism of its students, faculty and staff. To create and maintain an environment in which these attributes may flourish, every member of this community has the obligation, even when asserting the right to free expression, to avoid all behavior that may be reasonably offensive to another on the basis of race, religion, nationality or origin, age, gender, disability, or political beliefs.

School Core values

- Respect
- Honesty
- Tolerance
- Commitment
- Responsibility
- Integrity

Integrity of the School

- The school should carry out the promises and contracts made with any person, organization, or the general public.
- The school should carefully avoid misleading or ambiguous statements about its work, situation or status.
- The school should respect normally accepted conventions regarding confidentiality.
- The school should make the Well-being of students the fundamental value of all decision making and actions.
- The school should fulfil professional responsibility with honesty and integrity.
- The school should protect the civil and human rights of all individuals.
- The school should comply with local, state and national laws and regulations.

For students

Students are responsible for becoming familiar with their rights and responsibilities as defined by the Code of Ethics. Students should comply with the following guidelines:

In the Classrooms:

- Listen and pay attention.
- Arrive to class on time.
- Follow the Teacher's instructions.
- Keep your class clean, and be mindful of the class property.
- Complete your assignments with integrity.
- Be well prepared, and bring your needed equipment and material.
- Do your best, and challenge yourself to be better.
- Be cooperative with your classmates during group or pair work.

In the Hallways:

- Walk and don't run.
- Be quiet.
- Follow instructions of Floor Supervisors.
- Don't damage lockers or signs.
- Carry a Hall Pass when leaving classes.
- Don't interrupt other classes' sessions.

In the Bathrooms:

- Be quiet and use appropriate language.
- Seek privacy when using toilets.
- Keep the bathroom clean (Toilets, sinks and floor).
- Flush your toilet.
- Use baskets to dispose of any litter, not the sinks or toilets.
- Use water and soap, and maintain your personal hygiene.
- Be mindful of school property.

In assemblies:

- Follow school staff directions.
- Use proper language.
- Arrive on time, and get to your seat in orderly manner.
- Sit and don't wander around.
- Be attentive and try to learn new things.
- Demonstrate good manners, and don't interrupt speakers.
- Be mindful of school property.

In the Bus:

- Ride quietly.
- Be mindful of school and other students' property.
- Use proper language.
- Be in the bus stops on time.
- Follow instructions of the bus supervisor.
- Remain seated at all times.
- Leave and ride the bus in orderly manner.

For Educators:

Educators are responsible for becoming familiar with their rights and responsibilities as defined by the Code of Ethics. Educators should comply with the following guidelines:

Towards students:

- The professional educator deals considerately and justly with each student, and seeks to resolve problems, including discipline, according to school policy.
- The professional educator does not intentionally expose the student to danger or embarrassment.
- The professional educator avoids using inappropriate or offensive language at all times.
- The professional educator makes a constructive effort to protect the student from conditions detrimental to learning, health, or safety.
- The professional educator endeavors to present facts without distortion, bias, or personal prejudice.
- The professional educator arrives on time, well prepared, and always follows school policies in any given situation.

Towards Practices and Performance:

- The professional educator maintains sound mental health, physical stamina, and social prudence necessary to perform the duties of any professional assignment.
- The professional educator always seeks to continue professional growth and development.
- The professional educator complies with written local school policies and applicable laws and regulations.
- The professional educator does not intentionally misrepresent official policies of the school or educational organizations, and clearly distinguishes those views from his or her own personal opinions.
- The professional educator does not use institutional or professional privileges or utilities for personal advantage.

Towards Colleagues:

- The professional educator does not reveal confidential information concerning colleagues unless required by law or school regulations.
- The professional educator does not willfully make false statements about a colleague or the school system.
- The professional educator does not interfere with a colleague's freedom of choice.
- The professional educator always maintains an utmost respect and appreciation for colleagues and staff members, and acts with them accordingly.
- The professional educator is willing to help and support colleagues whenever possible, whether asked or by his/her own personal initiative.

Toward Parents and Community:

- The professional educator makes concerted efforts to communicate to parents all information that should be revealed in the interest of the student.
- The professional educator endeavors to understand and respect the values and traditions of the diverse cultures represented in the community and in his/her classroom.
- The professional educator manifests a positive and active role in school/community relations.

PIS believes that the Code merely codifies the values and standards that each student or educator should already possess. Thus, students or educators who do choose to conduct themselves according to the highest ethical standards are ensured an atmosphere of integrity and academic honesty.