



مدرسة شيننج ستار أنترناشونال

Shining Star International School, Abu Dhabi

Our Vision

To be a school of innovation & creativity; preparing students for global challenges.

Our Mission

“Our mission is through the combined efforts of our staff, parents, students, and community to develop future leaders with active and creative minds. Our focus is on the holistic development of the individual, social, moral, intellectual, and physical growth, along with a strong sense of heritage and culture.”

Core Values

Care, Ownership, Togetherness, Honesty, Empathy, Gratitude
We ensure that the entire SSIS family follows these values.

Professional Code of Ethics

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1. Purpose & Objective

- 1.1 The school will provide all staff with a firm set of principles to guide their professional practice and behavior.
- 1.2 The school will establish a foundation for ethical and professional conduct in accordance with ADEK policies.
- 1.3 The school will ensure all staff uphold the highest ethical and professional standards.
- 1.4 The school will implement mechanisms to ensure accountability among staff in their interactions with students.

2. Scope

- 2.1 This policy applies to all school staff, including the governing board, corporate board (if applicable), owners, leadership, teachers, support staff, and any personnel involved in student interactions.
- 2.2 The school will ensure compliance within the school premises, during official school activities, and on digital platforms.

3. Definitions

- 3.1 **Educator** – Staff directly involved in and supporting the teaching and learning process.
- 3.2 **Governing Board** – The school's governing body responsible for overall governance.
- 3.3 **People of Determination (PoD)** – Individuals requiring additional support due to physical, sensory, mental, or educational barriers.
- 3.4 **Professional Code of Ethics** – A set of principles that all staff must abide by as guided by ADEK.

4. Policy Statement

- 4.1 The school will align with ADEK's Values and Ethics Policy and Governance Policy, ensuring all staff adhere to professional conduct.
- 4.2 The school will ensure that all stakeholders understand and implement the principles enshrined in this policy.

- 4.3 The school will develop and enforce a staff code of conduct in line with ADEK policies.
- 4.4 All education professionals will sign and adhere to the Code of Conduct for Education Professionals.

5. Guiding principles

- 5.1 The school will ensure respect for UAE National Identity and Cultural Values.
- Staff will create a respectful and inclusive environment.
 - The school will enforce a discrimination-free workplace.
 - The school will prevent and address violations such as discrimination, harassment, and culturally inappropriate dressing.
- 5.2 The school will ensure professional relationships among colleagues.
- Staff will collaborate, support, and uphold high standards.
 - The school will prevent misconduct, including harassment, spreading false rumors, and exclusion.
- 5.3 The school will ensure staff comply with legal obligations.
- Staff will abide by UAE laws, report violations, and maintain professional integrity.
 - The school will address misconduct such as falsifying qualifications, plagiarism, and unauthorized tutoring.
- 5.4 The school will ensure responsible digital conduct.
- Staff will engage in cybersecurity best practices.
 - The school will enforce responsible use of digital platforms and prevent unauthorized sharing of personal data.
- 5.5 The school will ensure student and staff protection.
- Staff will report and prevent any form of maltreatment.
 - The school will take disciplinary action against those who fail to report incidents.
- 5.6 The school will promote community engagement.
- Staff will contribute to community well-being.
 - The school will prevent fraudulent use of social causes.

6. Responsibilities

- 6.1 The school will require all staff to sign and adhere to the Professional Code of Ethics.
- 6.2 The school administration will monitor and ensure compliance.
- 6.3 Staff will report violations to the administration.

7. Procedures

- 7.1 The school will conduct mandatory training sessions on the Professional Code of Ethics.
- 7.2 Staff will sign an acknowledgment form confirming their understanding of this policy.
- 7.3 The school will establish a reporting mechanism for violations.
- 7.4 The school will strictly enforce ADEK's additional standards for conduct

7.5 Consequences of breaching the Code of Conduct, Cultural Consideration, and Professional Ethics

First Violation:

- a) The SLT/Principal will provide verbal recognition of the breach.
- b) The SLT/Principal will record the violation.
- c) The SLT/Principal will provide verbal reminders of proper conduct.

Second Violation:

- a) The above steps will be repeated.
- b) A written advisory will be issued after discussion with the direct line manager by the Principal/HR.

Third Violation:

- a) The above steps will be repeated.
- c) A first written warning will be issued after discussion with the direct line manager by the Principal/HR.

If No Improvement:

- a) A second written warning will be issued after discussion with the direct line manager by the Principal/HR.
- b) If there is no further improvement, a third warning will be issued, followed by suspension and exclusion from the school.

8. Compliance & Enforcement

The school will impose disciplinary measures for non-compliance as mentioned in the breach.

9. Review & revision.

9.1 The school will review the policy annually for alignment with ADEK updates.

9.2 Any revisions will be communicated to all stakeholders.

10. References

- ADEK Professional Code of Ethics
 - MoE Code of Conduct for Education Professionals in General Education
 - Federal Decree Law No. (29) of 2006 (Rights of People of Determination)
 - Federal Decree Law No. (31) of 2021 (Crimes and Penalties Law)
 - School's Code of Conduct
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