

Code of Conduct for Teacher Trainees-

Objectives:

- 1) To help stakeholders to understand and create awareness about the Code of Conduct.
- 2) To help stakeholders to understand and be aware of their duties and responsibilities.
- 3) To help stakeholders to understand and be aware of human and professional values.
- 4) To help stakeholders to follow the code of conduct.
- 5) To inculcate human and professional values in stakeholders.
- 6) To plan and organize various programs for inculcating professional ethics and values in stakeholders.
- 7) To help teacher trainees to become better teachers.

Code of Conduct for Teacher Trainees-

A code of conduct means behavioural rules. In order to ensure effective and quality training of the trainees during the teacher-training period, the college has laid down some rules, the code of conduct for the trainees. All trainees will be bound to follow these code of conduct.

- 1) Regular attendance in the college will be compulsory to the trainees as per the planning and schedule prescribed by the college.(10.30-5.30)
- 2) At least 80% attendance is mandatory during practicum course teaching as per the rules of Mumbai University and atleast 90% attendance is mandatory during Demonstrations and Internships.
- 3) Trainees should be constantly vigilant regarding their attendance. Building self-discipline will be mandatory.
- 4) In case of absence, due to unavoidable reasons, the trainee shall take prior written permission of the Principal / Professor in-charge of Attendance Department.
- 5) It will be compulsory for the trainee to attend all the practical activities, internships, lectures, assessment process and various activities during the training period.
- 6) It is mandatory to understand the syllabus and rules given by Mumbai University and follow them strictly.
- 7) While participating in any educational activity, the trainee should wear socially acceptable attire befitting the college and teaching profession.
- 8) Trainees should follow all the responsibilities and duties assigned during training.
- 9) The trainees should perform quality work in assigned practical tasks, internships, various activities, and internal assessment during the training period, and present it within the prescribed time.

- 10) During training, the trainees are divided into various Kuls and Mandals. It will be mandatory to stay in the group in which you will be divided and participate enthusiastically and diligently to improve your academic work.
- 11) The trainees should respect principal, professors, librarians, office staff and all colleagues. They should be humble.
- 12) It will be mandatory for the trainees to understand and follow college library rules.
- 13) It shall be mandatory for the trainees to follow the code of conduct at various fields/places for internships, field visits, and other activities.
- 14) Trainees should promote communal unity among themselves; And Act without any discrimination based on politics, religion, caste, gender, race, language, community etc.
- 15) Trainees must understand all rules related to anti-ragging and adhere to them.
- 16) It is mandatory to the trainees living in the hostel to understand and follow the rules of the respective hostels and adhere them strictly.
- 17) Trainees should participate in various competitions and activities conducted at college or university level and should gain proficiency and success.
- 18) Trainees should continuously strive to improve the quality of academic work by planning their studies, assignments, practical work etc throughout the academic year/academic events.
- 19) Trainees should always take an inspiration from ideal teachers. Be constantly engaged in knowledge acquisition. Constant effort should be made to master teaching skills, linguistic skills and technical skills.
- 20) The trainees should keep the college campus clean and beautiful.
- 21) Trainees should respect the National Flag and National Anthem. Regional, religious, linguistic, tolerance should be maintained. Women should be respected; They should protect public resources and avoid violence.
- 22) The trainees should avoid wastage of electricity and water in the college.
- 23) The trainees should work in accordance with the rules of the concerned school and the Boarding Department of the School during internship period.
- 24) As an examiner in the evaluation process of a college or school, it shall be mandatory to adopt the habit of self-evaluation, peer evaluation or evaluation of the academic performance of a school student in a fair and objective manner, taking into account all evaluation criteria.
- 25) Trainees should uphold the highest values. Be loyal to the teaching profession.
- 26) Promote the concept of Dignity Of labour'
- 27) Wear Id cards in college campus.
- 28) Keep Mobile phones switched off during college hours.

29) Handle college property with care. Willful damage to property and equipment will have to be compensated for.

30) Not leave the college premises or receive visitors during the college hours without prior permission.

31) Practice and promote integrity, sincerity and self discipline all the time.

32) Bring grievance and personal problems to the notice of the assigned mentor of the college authority.

33) Teacher trainees should not engage in any political activity, in any form, under any banner in the campus.

34) Ragging, in any form is prohibited by law. The College imposes anti-ragging laws in accordance with the Central Legislation. The instruments that apply are:

a Indian Penal Code

b. UGC Regulation on curbing the menace of ragging in higher education institution 2009.

Anti-Ragging Committee and Anti-Ragging Squad In compliance with the UGC regulations the College anti-ragging Committee and anti-ragging Squad comprising of college representatives have been constituted to prevent the menace of ragging.

Rules and guidelines-

Students shall not indulge in any of the following activities, which are treated as ragging:

a. Any act that prevents, disrupts or disturbs the regular academic activity of a student.

b. Exploiting the service of a junior student by senior student. Any act of financial extortion or forceful expenditure burden put on a junior student including fund-raising for organizations.

d. Any act of physical abuse including all variants of it: annoying, playing, practical jokes, sexual abuse, homosexual assaults, and stripping, forcing obscene and lewd acts or gestures.

e. Any act of abuse by spoken words, emails, SMS or any other means. Any word or act that causes hurt to the dignity of the individual. Entering without permission any class other than the one assigned to

31) Parking facility is provided to the students teachers They should park their vehicles in parking area only and should follow the parking rules.

RBhaslay

PRINCIPAL

Govt. College o Education
PANVEL-410 206 (Raigad)

Government College of education Panvel

Code of conduct (Internship)

- Rules and discipline to be followed all time in college and school premises.
- During internship act Responsibly in college and school premises. Uniform should be worn during internship.
- The respectable behavior should be followed With teachers and respected employee of the School.
- Trainee teachers should use the college acquired knowledge in school.
- The internship period Should be planned according to the school plan,
- All work during the internship period should be appropriately divided amongst group members.
- Treat teachers and other staff in the school work respect.
- Participate in the daily assemble of the school.
- Participate in all school anniversaries and other school activities during the internship period.
- While in the classroom the trainee teacher should take care that the student do not get any physical injury.
- Educations aids in school should be handled responsibly and care fully.
- Introduce educational tools without harming school physical resources.
- Care should be taken that no profanity is used in school environment as well as in the Classroom
- Lessons should include the experiences of the students in their daily life of related topics.
- Students should be made aware that school is the reflection of society through school activity.
- Understand the evaluation process through unit test creation.
- Study school records like registers, files thoroughly.

RBhosle

PRINCIPAL
Govt. College o Education
PANVEL-410 206 (Raigad)