



स्वामी विवेकानन्द महिला महाविद्यालय, रूपनगर

(संचालित मनु सोशियल वेल्फेयर ट्रस्ट एज्युकेशन सोसायटी, जयपुर)

राई का बाग, परबतसर रोड, रूपनगर, अजमेर 305814

E-Mail Id: - svmmcollege.roopangarh@gmail.com

CODE OF CONDUCT FOR TEACHER

TEACHERS AND STUDENTS

Teachers should:

1. Respect the rights and dignity of the student in expressing his/her opinion;
2. Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics
3. Recognise the difference in capabilities among students and strive to meet their individual needs
4. Encourage students to improve their attainments, develop their personalities and ultimately to community welfare.
5. Inculcate among students scientific temper, spirit of inquiry and ideals of democracy.
6. Treat the students with dignity and not behave in a vindictive manner for any reason.
7. Make themselves available to the students even beyond their class hours to help and guide them without any fee.
8. Aid students to develop an understanding of our national heritage and national goals.
9. Refrain from inciting students against other students, colleagues or administration.

TEACHERS AND COLLEAGUES

Teachers should:

1. Treat other members of the profession in the same manner as they themselves wish to be treated.
2. Speak respectfully of other teachers as well as non teaching staff.
3. Provide assistance for professional betterment if they require.
4. Refrain from making unsubstantiated allegations against colleagues.
5. Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.





प्रधान्या
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रूपनगर (अजमेर) राज.



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TEACHERS AND AUTHORITIES

Teachers should:

1. Discharge their professional responsibilities according to the existing rules of the institution.
2. Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities.
3. Co-operate in the formulation of policies of the institution.
4. Discharge responsibilities which institution demand.
5. Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession.
6. Adhere to the terms of contract.
7. Give and expect due notice before a change of position takes place.
8. As far as possible keeping in view their particular responsibility for completion of academic schedule refrain from availing themselves of leave except on unavoidable grounds without prior information.
9. As far as practicable take leave with prior intimation, keeping in view their particular responsibility for completion of academic schedule.
10. Refrain from availing themselves of leave except on unavoidable grounds.

TEACHERS AND GUARDIANS

Teachers should:

1. Maintain contact with the guardians, send reports of their performance to the guardians whenever necessary.
2. Call the guardians for the purpose for mutual exchange of ideas and for the benefit of the institution.




Principal

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CODE OF CONDUCT FOR STUDENTS

PREAMBLE

Swami Vivekanand Mahila Maha Vidyalaya, Roopangarh is committed to maintain, endorse a culture of conduct that showcases excellence, intellectual openness, inclusiveness, justice, integrity, fairness, respect, equity and accountability. It expects students to uphold these standards in their day-to-day decisions, actions, and interactions. Students continue to be subject to the laws of the land while at the campus, and violations of those laws may also constitute violations of the code. Students are expected to abide by the Code of Conduct. The code of conduct is necessary to mark the boundaries of this needed order.


RESPONSIBILITIES OF STUDENTS

1. Shall read, understand and comply with institutes policies and take responsibility for actions
2. Shall abide by the institutions policy to value and support an institute community that is diverse in gender, caste, creed, religion, region, nationality, educational background, talent and skill.

STUDENT COMMITMENT

3. Shall be in time to the institution.
4. Follow the instructions of the teacher carefully in the classrooms.
5. Shall be regular and punctual to the classes and maintain minimum 80 % attendance to be able to appear for final examination.
6. Maintain perfect order and strict silence inside the lecture hall/laboratories and corridors.
7. Be attentive in class, to bring calculators, drafter, charts and data handbooks as per the schedule of the classes.
8. Meet all deadlines of assignments, submission of projects, records and posters.
9. Abide by the rules of various laboratories and not damaging the equipments.
10. Cultivate the habit of looking at the notice boards of the institute/department every day.
11. Attend all counselling sessions convened by their mentors and feel free to explain their all problems and seek solutions.
12. Maintain silence in the library and utilize its resources and space without causing damage.
13. Not to be in the canteen during working hours of the institute.




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 Principal