



## ETHICS POLICY

<b>POLICY INTENDED FOR:</b>	Students and Staff
<b>CATEGORY:</b>	Admissions
<b>PUBLISHED:</b>	Server, Policy Folders at College and Students Accommodations, Staff Handbook
<b>POLICY IMPLEMENTED BY:</b>	Principal
<b>POLICY MONITORED BY:</b>	Principal and Deputy Principals
<b>REVIEWED BY:</b>	Principal
<b>REVIEWED DATE:</b>	January 2020
<b>CONSULTATION WITH:</b>	Senior Leadership Team (SLT)
<b>RECORD OF CHANGES &amp; ADDITIONS:</b>	Dec 17: changed academic principal to principal Jan 20: Greater inclusion of student wellbeing
<b>NEXT REVIEW:</b>	August 2020

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### OUR OBJECTIVES

- To provide our students with an excellent education.
- To provide excellent tutors, highly qualified in their chosen fields and dedicated to their profession.
- To work with staff, tutors, agents and host families of integrity, who are honest, responsible, fair and respectful in their treatment of other people.
- To only work with agents who we have confidence in and who represent the College and the students in a fair and accurate way.
- To only work with agents and tutors who have the students' best interests at heart.
- To encourage good and trusting relationships.
- To provide a happy environment for tutors and students alike, where problems are dealt with fairly within a spirit of co-operation and teamwork.
- To maintain open communication with students, tutors, agents, host families and anybody else with whom we interact regularly – encouraging an exchange of ideas and a willingness to co-operate.

### OUR STANDARDS

The staff and tutors at Oxford International College are all dedicated to providing quality education, a safe and pleasant environment, pastoral care, equal opportunities and personal development.

Before commencing work with new agents, tutors or host families, numerous meetings take place to make sure that they are aware of Oxford International College standards and objectives and that these values are shared.

Students and tutors are asked and actively encouraged to share any information which concerns them or makes them feel uncomfortable in any way with the Principal or Director of Studies.

Tutors are asked to complete regular reports to help monitor the progress and welfare of students and to draw attention to any concerns or issues relating to the attitude of the student or to their academic ability.

### FURTHER INFORMATION

For further information the Ethics policy at OIC please speak with Kim Terrar.

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Principal

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