

**STATUTORY INSTRUMENTS**

No. 12

The teaching Service Commission (Amendment)  
Regulations, 1996,

**SCHEDULE: TEACHER'S CODE OF CONDUCT.**

**PART I – MEMBERSHIP TO THE TEACHING PROFESSION**

1.

- 1) Membership to the teaching profession shall be open to a person who has successfully completed an approved course of training as a teacher leading to the award of a recognized certificate in teaching and whose name has been entered in the register of teachers in accordance with the provisions of the Education Act; 1970, and such a person has been issued with a certificate of registration as a teacher.

**Licensed teachers**

- 2) A person who does not fulfill the requirements of sub paragraph (1) of this Code may join the service if the person meets the requirements for issue of the statement of eligibility and a License to teach, in accordance - with the provisions of the Education Act, 1970, in regard to a person who may be licensed to teach and whose name has been entered on the Roll of persons licensed to teach.

Act No.10 of 1970

**PART II – THE CHILD/LEARNER**

2.

A teacher's chief responsibility is towards the child/learner under the teacher's care and the teacher shall guide each child/learner where necessary in and out of school in order to develop the child/learner in body, mind, soul, character and personality. The teacher shall therefore;

- a) respect the confidential nature of information concerning each child/learner and may give such information only to persons directly concerned with the child/learner's welfare;

- b) recognize that a privileged relationship exists between the teacher and the child/learner and shall refrain from exploiting this relationship by misconduct prejudicial to the physical, mental and moral welfare of any child/learner and the teacher shall not, have a sexual relationship with the child/learner; and
- c) refrain from using a child/learner's labour, for private or personal gain.

**PART III – PROFESSIONAL CONDUCT**

3. A teacher shall–

- i. at all times live up to the highest standard of the profession and avoid any conduct which may bring the profession and the service into disrespect;
- ii. teach conscientiously with diligence, honesty and regularity;
- iii. teach objectively in all the matters including politics, religion, race, tribal and sex;
- iv. not take advantage of his or her influence to indoctrinate the child/learner towards the teacher's tenet, dogma or doctrine;
- v. prepare relevant schemes of work, lesson notes and teaching aids well in advance to ensure effective teaching and learning;
- vi. set an adequate amount of written and practice exercises promptly for effective teaching and learning;
- vii. mark and evaluate all written and practical exercises promptly and carefully;
- viii. undertake such remedial teaching as effective learning might require,
- ix. observe regulations and instructions regarding coaching and private instruction issued from time to time by appropriate authorities;
- x. seek for and obtain permission to be absent from duty from the head teacher before the occurrence of

such absence;

- xi. not teach while under the influence of alcohol or drugs or come to school while drunk;
- xii. not eat any food while conducting a lesson except when required for the purpose of teaching or on medical grounds,
- xiii. conduct all internal and external examinations in accordance with the prescribed regulations and rules governing such examinations issued from time to time by the competent authorities and shall not commit any offence against examination regulations in force;;
- xiv. follow the Programs discussed with and approved by the head of the department and shall co-operate with the head of the department and other teachers in carrying out that program;
- xv. make schemes of work; records of work and lesson preparation books available to the head teacher and the head of the department for inspection
- xvi. allow the head of department or the head teacher to be present while the teacher is teaching;
- xvii. at all times, maintain a professional attitude towards colleagues, avoiding derogatory, slanderous and unfair criticism against his or her colleagues and shall at all times create and maintain harmony;
- xviii. use proper channels of communication and flow of information;
- xix. in view of rising standards, strive to improve his or her academic and professional standard but shall not do so at the expense of the children /learners h/she teaches; and
- xx. Maintain and keep in a safe manner records of learner's performance in examinations, course work and co-curricula activities to enable him or her report factually and objectively on each-learner's progress.

#### **PART IV – PROFESSIONAL RESPONSIBILITY**

4. A teacher shall–

- a) devote such time to his or her duties as is necessary by the nature of his or her post;
- b) not engage in private or personal activities when he or she is Expected to teach or supervise learning and other curricular activities;
- c) not trade or transact private business when he or she is expected to be on duty;
- d) not bring any pet or baby or any other child not being registered in the school to class since this will interfere with the discharge of school duties;
- e) not be an accomplice to any activity likely or intended to cause disturbance or riot within the school;
- f) without authority from his or her head teacher, not demand any money, present or other reward from the pupils or the public in relation to the discharge of his or her duties;
- g) conduct all his or her lessons and teach without discrimination or bias against any pupil in his or her class regardless of the child/learner's race, religion, tribe place of origin or sex; and
- h) maintain and keep in a manner all records of school property under his or her care and account for such property when asked to do so by the head of the department or head teacher.

**PART V – THE TEACHER'S PERSONAL CONDUCT**

5. A teacher shall

- a) dress appropriately and shall be in mode of dress decent and smart;
- b) attend to his or her personal appearance, ensuring a neat and pleasant outlook while on duty and in public places :and shall avoid unkempt hair and beard;
- c) observe the laws of Uganda particularly in matters of sex, marriage and parent hood and shall at all times set a good example to the children;
- d) not write, circulate or cause to be written or circulated any anonymous letter or any document with malicious intent; and

- e) show respect for school rules set by the governing body of the school and shall assist in their implementation.

## **PART VI THE HEAD TEACHER**

### **6.**

- 1) As a teacher and leader of the teaching profession, a head teacher is bound by this Code of Professional Conduct and shall set a good example in the strict observance of all provisions of the Code.
- 2) In addition a head teacher shall enforce the observation of the Code of Professional Conduct on all teachers under him or her in accordance with the laws, regulations and other provisions of the Teaching Service and shall promptly deal appropriately with all breaches of the Code.
- 3) In particular and without derogation to the generality of sub-paragraph 1 and 2 of this paragraph the head teacher shall—
  - a) be a custodian of good educational standards in his or her school and shall aim at high educational standards;
  - b) enroll children into the school without bias or discrimination and within the regulations and provisions of the laws in force in Uganda;
  - c) collect all school fees and receive all other school monies such as gifts, donations and endowments in accordance with the provisions, regulations and policies issued from time to time by the competent authorities;
  - d) pay all salaries and wages to the rightful owners as soon as such salaries and wages are received and due;
  - e) account for all the money as collected and received on behalf of the school;
  - f) keep all school records in his or her custody in safe condition and ensure that such records contain correct information;
  - g) not connive with members of staff or any other person to commit a felony, crime or any act that will bring

the profession and the service into disrepute;

- h) not conceal any act of misconduct committed by a member of his or her staff or by any child/learner of the school whether committed within or outside the school;
- i) not receive a bribe in relation to the discharge of his or her duties and ensure that his or her staff do not do so;
- j) ensure that punctuality is observed by all teachers and pupils alike;
- k) report factually and objectively on members of his or her staff or when assessing a teacher's capability as to a post of responsibility applied for or when reporting any breach of the Grids or any regulations issued from time to time to the competent authorities;
- l) report factually. on all matters concerning: school children without fear, favour, bias or discrimination;
- m) not carry out or transact any private business within or outside the school premises when she or he is expected to be on official duty within or outside his or her school;
- n) not take it upon himself to physically punish teacher involved in the breach of this Code or any other regulations in force but will use all avenues open to him or her to report such breaches to the appropriate authorities for action;
- o) be present in the school as much as possible and whenever he or she is out of the school, he or she shall leave correct information of his or her whereabouts with his or her deputy or any other person authorized to act and shall always ask his or her deputy to act on his or her behalf when he or she is on duty outside the school.

#### **PART VII — THE COMMUNITY**

7. A teacher shall—

- a) project a good image in the community where he or she lives by participating as appropriate in activities of the community;

- b) set a good example to the pupils and the public by obeying lawful and Established authority and being law abiding;
- c) attend, where practically possible religious functions Of his or her persuasion and respect other recognized religions within the school where he or she is teaching;
- d) through his or her own conduct and inspiration with his or her family, be a good example to the community and neighbourhood.

**PART VIII – ENFORCEMENT OF THE CODE**

8.

- 1) It is the duty of every teacher to observe and respect this Code and to report any breach of the Code to the appropriate authorities.
- 2) all matters/cases involving breach of the Code reported to the committee or commission shall be dealt with in accordance with the laws and regulations in force at the time of the breach of the Code.
- 3) all matters dealt with by the committee or handled by the appropriate authorities or Commission shall be kept confidential by all those concerned.

**Interpretation**

9. In this code, unless the context otherwise requires "appropriate authorities" include the Education (officer, Commissioner for Education, Secretary to the District Teaching Service Committee, Secretary to the Teaching Commission, as the case may be;

"child" means a student registered in a school attending classes and being taught by a teacher;

"class" means teaching in or out of the classroom;

"coaching" means unauthorized teaching outside school hours to selected fee-paying pupils;

"Code" means the Teachers' Code of professional conduct

"Commission" means the Teaching Service Commission;

"Committee" means the Teaching Service Committee established by section II of the Public Service (Teacher's Act, (No. 37 Of 1969);

"decently" means to dress in an acceptable manner without much ado ,lavishness or outlandishness but appropriate to the circumstances;

"derogatory" means the use of **bed**, dirty, discrediting and demeaning language;

"disrepute" means causing disrespect, low-esteem and abuse of the profession and the, service,

"disrespect" means giving no due respect to authority;

"disturbance means causing unrest and disorder in the school;

"governing body" means directives and policies issued by appropriate authorities from time to time;

"head teacher" means the heed of a school, college or institution where the teacher teaches;

"instructions" means directives and policies by appropriate authorities from time to time; :

"licensed teachers" means. Untrained person who joins the service when licensed to do so and includes part-time teachers;

"learner" means a person being taught by a teacher in an educational institution to which the Code applies;

"marriage" means to marry legally according to one's faith or other laws governing marriage in Uganda;

"misconduct means professional misconduct and conduct prejudicial to the physical, mental or moral welfare of a pupil in any school;

" on duty" carrying out administrative duties, teaching or demonstrating to the class out or in the classroom;

"parenthood" means having children from a relationship with a parson of the opposite sex or by legal adoption of the children; person directly concerned with the child's welfare means the head teacher, member of staff, parent or legal institution established for the purpose

"present" means anything given to induce or influence a teacher or a head teacher in the discharge of his or her duties

"pupil" means a person receiving instruction in.any subject at school and enrolled a pupil on the register maintained by the school



"register" means the register of teachers established by section 10 of Education Act, 1970;

"reward" means anything given to a teacher after the teacher has done a favour to the donor;

"riot" means causing tumult, disorder and unrestrained disturbance and causing a breach of the peace, havoc to life and school property;

"service" means the Teaching Service;

"school" means an educational institution to which this Code applies;

"school property" means property under a teacher care such as exercise books, money, reference books, etc;

"teacher" means a person who regularly instructs a person in a school to which the code applies;

"working hours" means time set on the school time table for carrying out official duties when a teacher should be on duty.

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**END OF THE CODE**