

TISA Ethical Guidelines

1. The Integrity of the School

1.1 A School should meticulously carry out the promises and contracts made with any person, school, organization, or the general public.

1.2 A school should carefully avoid misleading or ambiguous statements about its or a member school's work situation, or status.

1.3 A School should respect normally accepted conventions regarding confidentiality and share information only on a need to know basis with their staff.

1.4 The head of school representative in attendance at TISA meetings is responsible to ensure their staff are aware of the agreed upon ethical guidelines.

2. Recruitment Practices

2.1 No school or employee thereof should approach the employee of another TISA school and encourage or entice them to accept employment at their own school.

2.2 The right of a person to visit and to consider employment in a school other than that in which he/she is currently employed without notifying the current employer should be respected.

2.3 Before a formal interview is scheduled, a prospective employer should contact the Head of the employee's current school as a common courtesy.

2.4 No school should offer a contract to an employee which would force said employee to break the terms of their current contract.

3. Transfer and Enrolment of Students

3.1 A member school shall not itself knowingly initiate attempts to enroll a student currently enrolled at another member school.

3.2 The right of a student and his/her parent(s) to visit, consider and apply to schools other than that which the student is presently attending is recognized, as is their right to do so without notifying the current school. The right of one member school to hold preliminary discussions with such parents without notifying the student's existing school is also recognized.

3.3 When a student at a TISA school has applied for admission to another member school and the receiving school wishes to accept the student, admission should be finalized only upon confirmation that there are no outstanding financial obligations to the sending school and/or child protection

3.4 In the interest of continuity of student learning, mid-year transfers between our member schools are not accepted without prior consultation between the Heads of both schools.