



**School Accountability
for Learning and Teaching**

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Code of Conduct (SVP 5.5.0.1 PR TM)

As a member of the SALT visiting team to _____ School from _____ to _____, I agree to the following Code of Conduct:

- I will acknowledge the privilege of visiting a school for an entire week. I agree to conduct myself as a respectful, considerate visitor in an appropriate manner with good humor, always seeking to do no harm.
- I will accept that my first priority during the visit is the educational welfare of all students at this school.
- I will work towards an informed, objective, professional view of the work of the visited school and its community.
- I have read the *Conflicts of Interest by a Team Member with the Host School* document [page 2] and, to the best of my knowledge, I have no potential conflict of interest with the school or with the visit process.
- I will explain the visit, including the visit's purpose, how it is conducted, and my role as a team member to any member of the school and its community when it is appropriate to do so.
- I will keep all information about the school that is not already public in strict confidence.
- I will shun access to confidential staff evaluation information.
- I agree to destroy my notes on Friday as directed by the chair.
- I will not reveal any of the team's deliberations including any of the tentative and working conclusions the team considers.
- Outside of the team discussion, I will not share any of my own personal judgments about any member(s) of the school community or of a particular classroom at the school.
- I will participate fully in all team activities and discussions. I will abide by the procedures of the visit, including those for determining evidence and drawing conclusions. I will work with other team members to reach deliberate consensus on conclusions.

Important Conflicts of Interest between a Team Member and a Host School

The following examples of conflicts of interest would preclude a team member from serving on a team going to the school involved. If you have questions about these examples or other possible conflicts, discuss them with the visit coordinator before accepting assignment to a school:

- 1. A parent with a child in the school within the last 5 years.**
- 2. A member of the school's improvement team in the past 5 years.**
- 3. A candidate for a position in the school in the past 5 years.**
- 4. A member of the school committee in that district in the past 10 years.**
- 5. A graduate of the school within the past 5 years.**
- 6. An elected official in that community in the past 10 years.**
- 7. A student teacher in the school in the past 5 years.**
- 8. A teacher in the school in the past 5 years.**
- 9. A principal of the school in the past 10 years.**
- 10. A close relative is a student in the school, such as a step-child.**
- 11. A resident of the community.**
- 12. A consultant providing professional development and/or assistance to the school in the past 5 years.**