



CODE OF CONDUCT THIRD PARTY VENDOR

Student Well-Being

To provide a safe, welcoming and affirming environment reflecting the school's child protection and safeguarding guidelines, to develop students socially, physically, emotionally, intellectually and spiritually.

Home and Community

To develop strong partnerships with all stakeholders to ensure the safety, well-being and holistic development of all students, including those in Boarding and Homestay arrangements.

Preamble

ACS (International) is accredited by the Council of International Schools. To be awarded and maintain this accreditation ACS (International) is required to provide a high standard of oversight of students while on school property. This requires the third party vendors that operate on school property to adhere to all relevant school policies and to meet the adhere to the expectations below.

Expectations of Third-Party Vendors

We will strive to support the ACS (International) community in achieving personal excellence in all aspects of school life and provide opportunities for all learners to learn. We treat every student with respect and engage in only safe and supportive interactions that promote students' social, emotional, physical and academic development.

We have the responsibility to uphold a school environment that is safe, healthy and conducive to learning. We will hold ourselves to have a zero-tolerance for any form of bullying behaviours.

We shall treat all community members with courtesy and dignity while maintaining objectivity in dealing with disciplinary matters. If we have any concerns with a community member we will work with our assigned school contact to resolve the issue.

We will act in a non-discriminatory manner. We will inspire others by treating all with dignity and respect with regard to gender, race, values, religion, and disabilities to help create experiences that are meaningful and uplifting for our community which in turn help create lifelong bonds and support networks that enrich our lives. ACS (International) community members must feel safe and secure at all times.

We are committed to Child Protection and Safeguarding practices in line with the requirements set out by The International Task Force for Child Protection.

We shall make efforts to protect community members from conditions harmful to health and safety. In accordance with Singapore laws, we shall disclose confidential information about individuals only when a compelling professional purpose is served or when required by law. We shall not collect any personal information about community members or contact outside of contract service time.

We have the responsibility to maintain and uphold the highest standards of integrity and honesty at all times. Including not using professional relationships with community members to private advantage. This includes directly marketing to students without the consent of the school and directly contacting students through phone or social media.

We recognize the unique position of influence and trust that we hold within the community of learners. We have the responsibility to always uphold professional relationships with all community members and work collaboratively together.

Third Party Vendors are only allowed to use Visitor toilets and at no time should use toilets marked as "Students Only".

<i>Prepared By</i>	<i>Approved By</i>	<i>Review and Revised</i>	<i>Reviewed by</i>	<i>Next Review</i>
SLT	SLT	T2 2023	SLT	T2 2025