

Introduction

The school leadership and governing board at AAESS ensures that the cultural ethos of the UAE and the core values of ADEK underpin all aspects of the educational journey at AAESS. Respect and tolerance for all of our school community and those we welcome as visitors to our site is a fundamental right. We educate our students in many subjects but we also instil a value base in our learners which will set them on an ethical path through life which values cultural diversity and tolerance

Purpose

- To outline fundamental ADEK values in the education sector
- To indicate how values, ethics and tolerance are promoted at AAESS and how parent engagement is facilitated
- To demonstrate how decision-makers in leadership roles implement a vision of ethical practice
- To demonstrate an awareness of UAE national identity as a significant cultural value

Policy

1. The ADEK core value framework which is promoted at AAESS

- These are defined as:
 - a) Teamwork
 - b) Integrity
 - c) Transparency
 - d) Innovation
 - e) Inclusion
 - f) Respect
 - g) Accountability
 - h) Tolerance
 - i) Sustainability
 - j) Al Akhlaq (Ethics)
- Key planning and development, teaching and policy making outcomes devised by the AAESS SLT and governing board for all school activities and administration processes take account of these principles on a day to day basis so that they are embedded in the mission and ethos of the school
- AAESS fulfils its duty to promote these values to students, employees and parents by raising awareness via initiatives and through the curriculum so that AAESS has a positive education environment
- AAESS will take corrective action if employees fail to endorse, promote or abide by these key ethical performance indicators

2. Ethical leadership and Management at AAESS

- The Principal, Senior Leadership team (SLT) and governing board at AAESS make all strategic and business decisions in an ethically responsible way by adhering to the following:
 - a) Accountability for their own behaviour and practice in accordance with the Code of Conduct for Education Professionals in General Education (MoE, 2022)
 - b) Avoiding any situations in their personal, social, or financial life which compromise their ability to complete their professional duty due to conflicts of interest
 - c) Enabling all employees to receive training in ethical conduct and the AAESS Staff Code of Conduct and **ADEK Professional Code of Ethics policy** to prevent unethical behaviour and violation of UAE law.
 - d) Maximising autonomy for members of the school community to participate in planning and decision-making so that processes are transparent and the community is engaged
 - e) Conducting recruitment, selection, appointment and promotion processes which are objective and non-discriminatory
 - f) Implementing systems codified in the **AAESS Conduct and Capability policy** which detect, verify and investigate unethical misconduct and establish the root cause and level of malicious intent
 - g) Apply sanctions as indicated in the **ADEK Cultural Consideration policy**
 - h) Ensuring that the performance management programme at AAESS also incorporates an evaluation of the individual's ethical judgement against the ADEK core values
 - i) Demonstrating a zero tolerance threshold for any form of oppression, discrimination, racism, prejudice, dishonesty, bullying and harassment encountered in the school community as a whole and address this proactively with the perpetrator who may be a student, employee, parent or visitor.
 - j) Investigating academic dishonesty promptly in line with Federal Decree Law No.33 of 2023 Concerning Cheating and Breach of Examination systems. All forms of cheating (plagiarism, collusion, tampering, fabrication or receiving unauthorised assistance) are unethical behaviour and these violations will be investigated by school leadership and management

3. National Identity key performance indicators at AAESS

- UAE cultural values are incorporated into the curriculum via teaching and learning objectives at AAESS and integrated across the whole school. In addition the following cultural value markers exemplify pride in the UAE and the significance of key individuals, dates and symbols of the nation:
 - a) All officially (ADEK) authorised Public Holidays and National Celebrations are observed at AAESS and scheduled in the School calendar. AAESS cannot schedule a working school day on a public holiday without prior approval from ADEK
 - b) AAESS flies the UAE flag prominently on the front facade of the premises; no other nations' flags are raised at AAESS.
 - c) Official portraits are displayed around the site at AAESS in accordance with the Positions of Their Highness Pictures and Placements and Uses of Flags Manual and the **ADEK Buildings and Facilities Policy**

- d) AAESS holds assemblies each morning at which all students sing the full national anthem as follows: KG to Year 2 (in class), Year 3 to Year 6 (as an assembled group), Cycle 2 Year 7 to Year 13 (in Tutor groups). The national anthem is also sung at the start of all other assemblies throughout the week and before AAESS school events such as student performances and presentation events. AAESS ensures that all staff, students, and visitors conduct themselves respectfully during the national anthem which is audible across the site on the PA system
- e) AAESS has an established Parent Committee which incorporates at least 3 UAE National parents or parents of UAE National children on a school National Identity sub-committee. These parents are dedicated to promoting UAE national identity and culture values in schools through collaborative teamwork.
- f) AAESS is an enthusiastic and creative partaker in all government-endorsed initiatives relating to the promotion and celebration of UAE national identity.

4. Whistleblowing policy at AAESS

- It is a legal obligation in the UAE to report criminal activity as defined in the Federal Decree Law No. 31 of 2021 Promulgating the Crimes and Penalties
- AAESS has a **Whistleblowing policy** for the wider school community in order to raise awareness of this responsibility
- This process provides a platform for relevant individuals to disclose unethical or illegal practice so that this ceases. It is not required that the allegations relate to AAESS.
- A whistleblowing mechanism enables concerned people to report their concerns anonymously if they are worried about repercussions
- If the identity of the whistleblower or the subject of the allegation is known, AAESS has a duty to protect both the individual's confidentiality and their rights to non-stigmatization and fair treatment

ADEK Definitions

Accountability	Bearing of responsibility by an individual for their words and deeds
Additional Learning Needs	Individual requirements for additional support, modifications, or accommodations within a school setting on a permanent or temporary basis in response to a specific context. This applies to any support required by students of determination and those who have special educational needs and/or additional barriers to learning, access, or interaction in that specific context (e.g., dyslexic, hearing or visually impaired, twice exceptional, or gifted and/or talented). For example, a student with restricted mobility may require lesson accommodations to participate in Physical Education and building accommodations to access facilities but may not require any accommodations in assessments. Equally, a student with hearing impairment may require adaptive and assistive technology to access content in class and may also require physical accommodations (e.g., sit in the front of the class to be able to lip read) to access learning.
Governing Board	The governing board of a school, appointed by the school owners, and including qualified representatives and parents. The governing board is the senior authority of the school, with responsibility for the overall governance of its activities
Conflict of Interest	Occurs when an individual's financial, personal, social or other interest(s) might be reasonably deemed to compromise their judgement, decisions, or actions in relation to their professional responsibilities
Core Values	The fundamental values of education in Abu Dhabi that marries the underlying values of education with that of the UAE national identity and cultural values, and encompasses all other values imparted by the different frameworks in the ADEK Values and Ethics policy. These values comprise teamwork, integrity, transparency, innovation, inclusion, respect, accountability, tolerance, sustainability and Al Akhlaq (ethics)

Culture	<p style="text-align: center;"><i>"Achieving Excellence"</i></p> <p>The set of distinctive spiritual, material, intellectual, & emotional features of society or social group, that encompasses not only art & literature, but lifestyles, ways of living together, value systems, traditions & beliefs (UNESCO, 2001)</p>
Ethical Leadership	Leadership demonstrated by the Principal, governing board, school operators, and school owners, senior leadership, and others which holds respect for UAE national identity and cultural values and ADEK's core values of education
Ethics	Moral principles that govern a person's behaviour or their conduct
Extracurricular Activities (ECA)	Organised activities that students can participate in that are usually external to the school curriculum (but may be connected to it). Activities Can be scientific, athletic, cultural, intellectual, philanthropic, and/or social in nature, and include but are not limited to sports teams, clubs, private sports lessons, competitions, performances, recreational activities, fields trips and overseas travel as well as activities hosted virtually
Inclusive Education	An approach to education which celebrates and acknowledges learning diversity and ensures that teaching is adapted to enable all students to learn
Innovation	The creative generation of new ideas, methods, practices, or devices to make improvements on the status quo
Malicious Intent	Having a predetermined purpose to disregard cultural consideration & consequently cause cultural offence
School Leadership	Senior members of the school community, including the Principal, members of the governing board, operators, and owners/investors
Tolerance	Willingness to accept behaviour and beliefs that are different from one's own without necessarily giving up or weakening one's own beliefs
National Identity	A system of social & moral values associated with the lifestyle of the people in the past, present & future (Ministry of Culture & Youth- cited in Official Portal of UAE Government)
Unethical Behaviour	Any behaviour or action that is in direct breach of ADEK's core values, the Code of Conduct for Education Professionals in General Education (MoE, 2022), the ADEK Professional Code of Ethics, the UAE national identity and cultural values, and this policy. Unethical behaviour includes but is not limited to, oppression, discrimination, racism, prejudice, favouritism, dishonesty, bullying, and sexual harassment
Whistleblowing	An instance where an individual passes on information about organisational malpractice (fraud, corruption, miscarriage of justice, risk of serious harm to an individual, risks or damage to the environment and other actions against public interest) taking place at, or near, their place of employment or education

APPENDIX A

The following policies reference Values and Ethics within their instruction and must be read and adhered to by all employees at AAESS

1. AAESS Assessment Policy
2. AAESS Buildings and Facilities Policy
3. AAESS Career and University Guidance Policy
4. AAESS Coeducation Policy
5. AAESS Compliance Policy
6. AAESS Cultural Consideration Policy
7. AAESS Curriculum Policy
8. AAESS Digital Policy
9. AAESS Educational Risk Policy
10. AAESS Employment Policy
11. AAESS Extracurricular activities and Events Policy
12. AAESS Fees Policy
13. AAESS Financial Audit and Reports Policy
14. AAESS Governance Policy
15. AAESS Health and Safety Policy
16. AAESS Healthy Eating and Food Safety Policy
17. AAESS Inclusion Policy
18. AAESS In- School Specialist Services Policy
19. AAESS Licensing Policy
20. AAESS Parent Engagement Policy
21. AAESS PE and School Sports Policy
22. AAESS Professional Code of Ethics Policy
23. AAESS Quality Assurance Policy
24. AAESS Records Policy
25. AAESS Reporting Policy
26. AAESS Safeguarding Policy
27. AAESS School Calendar and Public Holidays Policy
28. AAESS School Marketing Policy
29. AAESS Staff Eligibility Policy
30. AAESS Staff Wellbeing Policy
31. AAESS Student Administrative Affairs Policy
32. AAESS Student Behaviour Policy
33. AAESS Student Mental Health Policy
34. AAESS Student Performance Reports Policy
35. AAESS Student Protection Policy

36. AAESS Sustainability Policy
37. AAESS Transportation Policy
38. AAESS Values and Ethics Policy
39. AAESS Wellbeing Policy