

Adhyayan Code of Conduct

We, Adhyayan, believe that all of us are born free and equal in dignity and rights. We are equally deserving of respect, notwithstanding the roles we play in life, irrespective of race, colour, gender, language, religion, social origin, property, birth or other status, how old we are, how we look or what we own or which community we belong to and regardless of the level of education we have been fortunate to receive. We are conscious of this perspective at all times and make this visible in our work.

Our norms:

We do not tolerate any situation in which the mutual giving of respect is not exhibited between any two persons. The expectation we share is that the following behaviours would be adhered to at all times:

1. Each of us performing our duties to the fullest to demonstrate our commitment to making Adhyayan a role model in the field of education.
2. Treating every child and adult as equally worthy of respect, and equally responsible for protecting and developing this perspective in themselves and in the others.
3. Role modeling the right to freedom of thought, conscience, opinion and belief.
4. Ensuring that all viewpoints are taken into consideration and wherever this has not been possible during development, provide the rationale for all decisions made, sharing the same with all and remaining open to change based on critical feedback.
5. Speaking our minds including for uncomfortable raising of issues regarding any disruption of the policy in the company.
6. Responding to issues identified with deep listening and clear reasoning, to ensure that the person(s) responsible improve their capacity to understand and maintain this policy.
7. Ensure the safety and security of all in the company, looking out for each other and ourselves.
8. Not using any influence or pressure groups to get our way, nor allowing others to do so.
9. Not denigrating any religion or custom or culture.
10. Being accountable to each other and expecting and demand accountability from each other in return.
11. Participating in the cultural life of the community, enjoying the arts and sharing in scientific advancement and its benefits.

Actions we must cultivate into habits, to live these norms and this perspective:

1. All human beings have the same needs. Every morning, reflect on how you would like to relate to yourself and others so that you start the day as interested in enabling others to get their needs met, as you are in meeting your own needs.
2. When asking someone to do something, check if your words and tone are communicating a request or a demand. Instead of saying what we *don't* want someone to do, say what we *do* want the person to do. Say what action you'd like the person to take that would help the person to meet their own and/or your needs. Ask if (s)he/they need help to take the action.
3. Don't agree or disagree before you understand what the person is feeling and needing. Then say what enables you to say yes, or which need of yours prevents you from saying yes.
4. When the other person does something nice for you, tell the person what need of yours that action met.
5. If you are upset, think about what need of yours is not being met, and think what you could do to meet it, instead of thinking about what's wrong with others or yourself.

The purpose for the existence of the company is to ensure that all schools deliver a high quality of education to their students. Adhyayan has chosen holistic learning that requires the adults and children to address their multiple intelligences in a manner that makes them self-reliant learners. To achieve this perspective, Adhyayan works with self-appraisal and self-review, leading to self-evaluation of individual performance, small group performance and large group performance. The appraisal/review follows clear pedagogical standards that are clearly articulated and visible on the website.