



DEPARTMENT OF TEACHER EDUCATION

## Expectations for Professional Behavior

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### Explanation

Field lab hours require the ASC student be actively involved with students and teacher in the K-12 classroom setting, providing students an opportunity to learn how schools work, During your field lab assignments, you are a guest of the school community. Your respect for this community is reflected in your professionalism, commitment to the educational profession, and interpersonal skills.

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### Schedule and attendance

- Cooperating teachers have received your schedule and are expecting you.
  - Wear your Teacher Education ID tag each time you visit a school.
  - Check in at the front office and be ready to begin work in the classroom at your assigned time.
  - Once your field lab schedule begins you are expected to follow the assigned schedule and attend each week.
    - An absence should be the exception. In this case, notify the school, the cooperating teacher, and the college supervisor before the start of classes on the day of absence.
  - Field lab hours must be completed during the term in which the student is enrolled in the corresponding course.
  - Falsifying field lab hours is reason for dismissal from the Teacher Education Program.
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### Professional standards

- Dress in a professional manner. Casual business attire is acceptable. This is a middle ground between formal wear and street wear that includes clean, pressed, tailored clothing.
    - Avoid:
      - ✓ jeans and shorts,
      - ✓ T-shirts,
      - ✓ visible tattoos or piercings,
      - ✓ emblems that reflect pop culture,
      - ✓ hats and caps,
      - ✓ faded or torn clothing.
  - Maintain positive interactions, relationships, and attitude with students, school employees, and parents, reflecting high expectations of success for all students.
  - Maintain confidentiality of student information and private communications.
  - Recognize and affirm the diversity within the school and classroom.
  - Respond constructively to cooperating teacher, recognizing the role of the teacher as mentor.
  - Use language that meets professional standards and is not demeaning or harmful to any individual or group.
  - Adhere to professional behavior guidelines for licensure as described in the 1991 Educator Licensing Act (website, Colorado Department of Education).
  - Follow school rules and policies, including no cell phones, iPods, Bluetooths, gum, food, beverages, alcohol, tobacco or drugs.
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### Note

The faculty reserves the right to suspend, place on probation or remove from the program any candidate who, in their professional judgment, fails to satisfy requirements of scholarship, performance, academic or professional ethics or integrity or personal suitability. The principal or teacher at a host school may request the removal of a candidate at any time.

*Cf: Adams State College Undergraduate Catalog 2008-2009, pg 76*

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### Agreement

*I have read and understand this document. I have participated in the Professional Behavior Orientation. I agree to adhere to the guidelines presented in this document and discussed in the Professional Behavior Orientation.*