



CASPIAN
SCHOOL OF ACADEMICS

2025-26 ETHICS AND VALUES STATEMENT

May 2026



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Caspian School of Academics Ethics and Values Statement

All staff should ensure that all activities for which they are responsible comply with guiding principles of Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership. Concerns about procedures or administrative / support activities should be raised with line managers in the first instance. Similarly, clear breaches of the Ethics principles should be referred to senior managers. Existing mechanisms within the organisation should be used to resolve concerns or refer as appropriate.

The School has a policy and procedural framework on a range of issues such as equal opportunities and diversity, health and safety and the staff handbook outlines the School's stance on a number of matters. We also accept the values covered in the 'Seven Principles' as outlined by the Nolan Committee. Although this was primarily aimed at people in public life, we believe that those values equally apply to the School.

The guiding principles

Selflessness – all staff whether collectively or individually should take decisions solely in terms of student interest. They should not do so in order to gain financial or other material benefits for themselves, their family or their friends

Integrity – holders of positions should not place themselves under any financial obligation to outside individuals or organisations that might influence them in the performance of their official duties

Objectivity - in carrying out operations, including making appointments, awarding contracts or recommending individuals for rewards and benefits, holders of these positions should make choices on merit.

Accountability – staff and agents are accountable for their decisions and actions to the organisation and those that they serve and must submit themselves to whatever scrutiny is appropriate to their position.

Openness – holders of these positions should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider learning environment interest clearly demands.

Honesty - holders of positions have a duty to declare any private interests relating to their duties and take steps to resolve any conflicts arising in a way that protects the learning environment.

Leadership - holders of positions should promote and support these principles by leadership and example.

In relationships with others, the School expect that everyone will:

- treat colleagues, students, customers and suppliers respectfully and professionally, taking account of confidential issues when appropriate
- deal courteously with those who hold opinions which differ from ours
- respect cultural differences
- have open and explicit relationships with external parties

In our work we expect everyone should:

- operate with honesty and integrity in all our work, taking steps to identify and deal with corrupt practices and professional misconduct
- be open and transparent in making decisions and undertaking activities
- reach conclusions based on professional practice having carefully considered all views
- provide clear and concise information
- disclose conflicts of interest and actively manage them

- work within the UK legal framework and if attending events abroad then operate according to local laws
- ensure major decisions are transparent and securely based on objective assessment and set procedures
- recognise appropriately the intellectual support and operational contribution of others
- consider ethical challenges which arise from the ever-changing environment.

In financial record keeping, the School expects all staff to be truthful and accurate in recording and reporting of information which is critical to the College's ability to make responsible decisions. Accounting records are relied upon to produce reports for management. Therefore, the financial statements, the accounts and records on which they are based must accurately reflect all transactions and comply with all legal and accounting requirements. The system of internal control is designed to provide this information.