



Code of Ethics and Professional Conduct

Purpose

This Code of Ethics and Professional Conduct defines the standards of professional and ethical behaviour expected of all staff, students, and partners of Sunshine Coast international College (SCIC). This Code supports our commitment to delivering high-quality English language education and to fostering a culture of integrity and continuous improvement.

Core Principles

Integrity and Respect

- Treat all students, staff, and stakeholders with fairness, dignity, and respect
- Act honestly in all academic and professional activities
- Value diversity and promote an inclusive environment

Quality of Service

- Deliver programs that comply with the ELICOS Standards 2018 and other relevant regulatory frameworks.
- Provide accurate information to students about courses, assessment, and support services.
- Maintain professional competence and participate in ongoing professional development.

Continuous Improvement

- Seek feedback from students, staff and other stakeholders to enhance teaching, learning, and services
- Actively participate in reviews, performance assessments and professional dialogue to improve the College's performance
- Respond constructively to complaints and implement measures to prevent recurrence

Accountability and Compliance

- Comply with all applicable laws, regulations, and college policies.
- Report any misconduct, unethical behaviour, or breaches of policy promptly.
- Use college resources responsibly and for legitimate purposes only.

Student-Centred Approach

- Prioritise student welfare, safety, and academic progress.
- Provide timely, supportive, and culturally sensitive assistance.



- Respect students' rights to privacy and confidentiality.

Responsibilities

All staff, students, and partners are responsible for:

- Understanding and upholding this Code of Conduct.
- Modelling ethical behaviour at all times.
- Reporting concerns or breaches through appropriate channels.

Review

This Code of Ethics and Professional Conduct will be reviewed annually to ensure it remains relevant and effective in promoting a culture of excellence and improvement.