**Ethical Principles of the Journal *Vzgoja in izobraževanje* (*Leadership in Education*)**

*The* *Journal Leadership in Education* is published by the National Education Institute Slovenia. It is edited by the managing editor and the editorial board consisting of university professors at pedagogical scientific institutions and lecturers at the National Education Institute Slovenia. The managing editor and members of the editorial board are appointed by the director of the National Education Institute Slovenia on a proposal from lecturers and the publishing house of the National Education Institute Slovenia.

*The journal Leadership in Education* is aimed at leaders and other professionals in educational organizations whose work includes leadership on different levels. The journal is published in Slovene with abstracts in English. The fundamental purpose of the journal is to inform the target groups about theoretical implications of leadership in education, and to provide a forum for disseminating practical, directly applicable leadership issues and practical professional contributions.

The journal strives for professional integrity and excellence. It follows the ethical principles and standards recommended by the Committee on Publication Ethics (COPE), and Slovenian and European copyright legislation.

**Managing editor**

* The managing editor is committed to the freedom of speech, the journal’s editorial policy, and to scientific and professional standards. The managing editor assesses the suitability of articles submitted for publication in the journal, potentially consulting the members of the editorial board or the reviewers.
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* The managing editor makes sure that individual articles are submitted for review to at least two reviewers, who are experts on the topic in question, and specifies the deadline for completing the reviews.
* The review processes are confidential; information about the submitted articles must not be disclosed to anyone other than the author for the purpose of improving the article.
* The managing editor and the editorial board decide whether to accept or reject the article’s publication; there must be no conflict of interest.
* If violations are suspected or if the journal’s ethical standards have indeed been violated, the managing editor shall be obliged to conduct an inquiry and take appropriate action.
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	+ Supplement the article’s content in accordance with the comments provided and resubmit it for review;
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**Publisher**

The journal’s publisher, the National Education Institute Slovenia, guarantees that the publication of the *Journal Leadership in Education* shall preserve and maintain scientific, professional and ethical standards.

**Dealing with unethical conduct**

* Reasonable grounds for suspicion of unethical conduct or of violations of the journal’s ethical standards or of general ethical principles can be anonymously reported to the editor by anyone. Any suspicion of unethical conduct must be documented and proved.
* The editor and editorial board shall handle each report of unethical conduct or violations of ethical standards in the same way, while ensuring confidentiality.
* Minor ethical misconduct or minor violations of ethical standards shall be resolved by the editor, who shall report his/her findings to the editorial board; major violations shall be resolved by the editor and editorial board together.
* The editor shall inform the accused of initiating the proceedings; if major violations are proved, the editor also informs the accused’s employer or funder.
* If unethical conduct or violations of ethical standards or of general ethical principles are proved, the following measures are taken:
* Written notice to the violator in the case of minor violations of ethical principles.
* Written notice to the violator regarding unethical conduct and violation of ethical standards.
* Letter to the violator’s employer regarding unethical conduct or violation of ethical standards.
* The article shall then be retracted from the journal, informing the readers, the employer and the administrators of databases in which the journal is indexed.

**Accessibility**

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