

THE ROLE OF LEGAL ISSUES IN THE MANAGEMENT OF THE ACTIVITIES OF DEPUTY DIRECTORS FOR SPIRITUAL AND EDUCATIONAL WORKS**Hamdamova Manzura Zuvaidillaevna**

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Annotation: The information and recommendations in this scientific-practical article are intended for the deputy directors of spiritual and educational affairs in general secondary schools, and the principles of appropriate use and improvement of regulatory and legal documents in the systematic implementation of school management are given.

Key words: school, management, spiritual-educational, legal, professional development.

It is important to increase the legal culture of officials in the formation of a democratic state and effective organization of state administration. All factors aimed at increasing the legal culture of the society are definitely formed from the school! Without sufficiently raising the level of legal culture, it is impossible to implement democratic reforms of state building, which will lead to the improvement of legislation and the primacy of the Constitution, the unexceptional equality of citizens, officials and organizations before them. In this regard, every school leader is an important indicator of professional skills and effectiveness, which must be taken into account when they pass public services! At the present time, the leaders of all educational institutions should make extensive use of the opportunities of training centers in this regard. It is known that the introduction of continuous education in our Republic requires the management bodies of the education sector to solve a number of tasks and constantly improve and develop them. In this case, it is important to provide the educational process with quality regulatory and legal documents in a timely manner. Legislation and regulatory documents in the following areas were re-adopted in the implementation of the laws announced during the past period.

Including:

- management of the educational system;
- reform the educational process in terms of content;
- financing and material and technical support;
- retraining and improving the qualifications of pedagogues and scientific-pedagogical personnel;

- development of the educational services market;
- improvement of international relations in the field of education and personnel training;
- learning foreign languages; creation of electronic libraries and integration into a single network;
- provision of social and financial state support in the field of education, etc.

Our main purpose of managing the school is to teach and educate students in accordance with the State educational standards, to realize the constitutional right of an individual to receive education. On the basis of the curriculum and programs approved by the governing bodies of education, they provide the necessary amount of knowledge from the basics of science, develop their organizational skills and practical experience skills, and help them to consciously and independently choose the next stage of education. Also, the school carries out educational work in the interests of each individual, society and the state, creates favorable conditions for students to develop in all aspects, including opportunities for students to work independently and gain additional knowledge. One of the main tasks of every member of the school is to ensure the rights of the child, to respect his dignity, and to create an atmosphere of child-friendly treatment. That's why, regardless of nationality, religion, race, social background, all the conditions and conditions are created for the student to get general secondary education. Deputy directors ensure the continuity, consistency, humanity and democracy, scientificity and secularity of education. It supports and encourages talented, capable, knowledgeable young people. Takes the initiative in organizing the educational process using new pedagogical and information technologies to provide students with thorough knowledge and skills. On the basis of the integral integration of national and universal values, students develop high spiritual and moral qualities in the spirit of the national idea, form them as real people, loyal citizens of the Motherland, form students' loyalty to the independent Republic of Uzbekistan and its Constitution, respect for state symbols (flag, anthem and coat of arms), teaches strict discipline and a serious approach to mastering the fundamentals of science. The language of instruction at the school is determined in accordance with the Laws "On the State Language" and "On Education" of the Republic of Uzbekistan. When choosing the language of instruction, the wishes of the parents who live in the area of this school are taken into account. Classes work on the basis of individual curricula and programs. They include the state component and additional hours. The following management principles are mainly implemented by the school principal:

- the main directions, tasks and strategy of school staff management;
- pedagogue - selecting and training employees, creating a healthy mental environment in

the organization;

- to have ideas about the main directions of effective management of human resources;
- to know the current problems of personnel management at the modern stage of economic reform;
- methods of attracting business partners and its management;
- able to make independent conclusions using the acquired knowledge;
- being able to use socio-psychological methods and various principles related to management principles;
- development and implementation of socio-economic policy in general secondary schools;
- acquiring knowledge and skills such as encouraging the actions of management subjects.

Various forms of pedagogical support (correction classes, equalization classes, etc.) in elementary and 5-9 grades to help students who have not mastered the curriculum within the requirements of state educational standards, special classes for teaching and educating children with mental and physical disabilities, and home education can be arranged. The transfer of students from class to class, the passing of exams ahead of time, and the passing of attestations are carried out in accordance with the instructions of the Ministry of Education. The issue of transferring students from class to class or exempting them from the final attestation based on the conclusion of the medical commission is decided based on the joint order of the Ministry of Education and the Ministry of Health. Medical services for school students are provided by a specially assigned medical worker, and the medical worker is equally responsible for the child's health along with the administration. Students who successfully pass the final attestation of the school are awarded a state model certificate, and those who have achieved special success in education are awarded a privileged certificate.

The main assistants of the deputy directors for spiritual and educational affairs are the class leaders. Class leaders and employees directly subordinate to this deputy director ensure the fulfillment of tasks related to the organization of educational work entrusted to them, in strict compliance with the norms and rules of protecting the voluntary work of students for the benefit of the public. provides methodological assistance in the organization of excursions, production and a useful environment for the public, including ensuring the protection of student labor, preventing injuries and other accidents. Sanitary and hygienic standards and requirements for educational activities and work with students outside the educational institution, supervises

compliance with labor protection and fire safety rules and takes appropriate measures for their implementation. The head of each class must explain to the students of his class their rights:

- always comply with the school's internal rules;
- receiving free general education according to state standards;
- to respect their human dignity, feel freedom of conscience and information; - freely express one's views and beliefs;
- participation in spiritual and educational events of the educational institution;
- engaging in various scientific activities, participating in seminars, conferences, Olympiads, exhibitions and competitions;
- independent choice of study form;
- use of additional (including paid) education service;
- study in specialized classes on the basis of selection (according to the results of the tests);
- 9th-grade students should be involved in the next stage of education, have the right to choose a profession and study in a vocational college or academic lyceum, if they want to study in 10-11th grade.

Class leaders also explain the obligations of schoolchildren.

For example:

- To comply with the Constitution and laws of the Republic of Uzbekistan, the rules of national ethics, to be a worthy citizen of the Republic, to know and respect the Coat of Arms, Flag and Anthem of the Republic of Uzbekistan, to perform the ceremonies related to them;
- unconditional compliance with the rules of the charter and internal procedure of educational institutions;
- coming to school on time according to the lesson schedule, participating in all classes, not missing classes without reason;
- to bring all necessary equipment for the educational process, such as a diary, a textbook, - manuals, notebooks;
- complying with the requirements for school dress code;
- completing assignments given by teachers on time;
- to independently increase and strengthen their knowledge and practical skills and raise the generalization level;
- show activity in completing school and community assignments;
- they are required to carefully protect school and public property.

A justice commission will be established in the school by the deputy director for spiritual and educational affairs in order to resolve complex situations and interactions between teachers and students. Written or oral applications submitted by parents are reviewed and resolved in it. The community violated the rules of order, destroyed school equipment and property. If he systematically insults the personality of teachers and school management with obscene words, appropriate measures, up to expulsion from school, will be applied to the student in agreement with the commission for working with minors under the local government. Also, students who study in classes of in-depth education in some subjects and regularly receive unsatisfactory grades, may be transferred to ordinary general education classes based on the decision of the school's pedagogical council.

Students' union and other public organizations have the right to operate in schools according to the current legislation.

The management of the school is based on the principles of democracy, transparency, and self-management. The school team carries out its assigned tasks in close cooperation with parents, neighborhood committees, and the general public based on the "Regulation on the Organization of General Secondary Education in the Republic of Uzbekistan". If we analyze this Regulation, it mainly describes the duties of the school director, the deputy director for educational affairs and economic affairs in detail.

To conclude that we have chosen this topic, the analysis of the legal and regulatory documents recommended for schools and its improvement is the demand of the times. Each specialist works on himself and acquires the necessary qualifications and skills by improving his professional skills. This involves determining the mental state of each student, the reasons for the loss of desire to come to school, being aware of their various relationships with teachers, monitoring their regular contact with their parents, constantly monitoring the child's mental and physical health, studying various interpersonal relationships, writing on electronic networks. - not to neglect their actions, to support the correct development of their religious and worldly potential is a huge task of every pedagogue and our parents.

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