



Reviewed October 2016

Code of Conduct for Staff

As a school we have a duty to ensure that professional behaviour applies to relationships between staff and children, and that all members of staff are clear about what constitutes appropriate behaviour and professional boundaries. At all times, members of staff must remember that whilst they are caring for other people's children, they are in a position of trust and the responsibilities towards the child and the school must be uppermost in their mind at all times.

Staff must abide by all Health and Safety and all professional guidelines both verbal and written.

Do:

- Ensure you have read the Safeguarding Policy and Child Protection procedures and that you feel confident that you know how to recognise when a child may be suffering harm, how to handle any disclosures and how to report any concerns;
- Ensure you have read the ODST Guidance on Expected Conduct in School Settings;
- Talk explicitly to children about their right to be kept safe from harm;
- Listen to children and take every opportunity to raise their self-esteem;
- Work as a team with colleagues. Agree with them what behaviour you expect from children and be consistent in enforcing it; no form of physical chastisement is allowed.

Do not:

- Use any racist, sexist, discriminatory or offensive language or use cultural or gender stereotyping;
- Invite a child to your home or arrange to see them outside the set activity times;
- Contact children through private telephone (including texting), e-mail, MSN or social networking sites; working within the school Policy on Photographic and Video Images;
- Disclose personal details inappropriately;
- Engage in any sexual activity, including using language of a sexual nature, with a child you meet through your duties, or start a personal relationship with them – this would be an abuse of trust;
- Give children presents or personal items other than small tokens for appropriate celebrations which are given on behalf of the school and agreed with the Headteacher.