



## Magdalen Gates Primary School Code of Conduct

The Code of Conduct is to help everyone who works in any capacity in our setting to consistently maintain the highest possible standards of professional conduct and to clearly identify to users of our setting what they can expect.

All adults who work with children at Magdalen Gates Primary School have a personal responsibility to be aware of, and abide by, this Code of Conduct.

Our code of conduct complies with the Government's guidance on safer working practice.

Magdalen Gates Primary School, its staff and volunteers will:-

Prioritise the safety and well-being of children and maintain a focus on their needs

- Treat children, parents, carers and colleagues with dignity and respect
- Provide good role-modelling - in respect of professional behaviour
- Communicate effectively and professionally - including avoiding inappropriate language, remarks and gestures
- Maintain confidentiality as appropriate, and be clear about when information will be shared.
- Maintain professional integrity and recognise appropriate boundaries including not sharing phone numbers with children and parents and not using social networking sites to communicate with anyone regarding our setting or any aspect of work in our setting.
- Present themselves appropriately in a work context - including wearing safe and appropriate clothing and footwear. Behave appropriately in our work setting - including being appropriate in terms of promoting healthy, eating, drinking and all other behaviour.
- Behave appropriately outside our setting
- Not misuse substances such as drugs and alcohol that might have a detrimental effect on children or an individual's suitability to work in a school setting
- Take responsibility for informing the line manager of any information about any health/personal issues that might have a detrimental effect on suitability to work with children
- Access relevant training and ensure it is embedded in practice

NAME \_\_\_\_\_ DATE \_\_\_\_\_