

3.3 Staff Compliance with the Code of Conduct

The Code of Conduct forms part of an employee's contract. Failure to comply with the associated Long Hanborough Playgroup policies may result in disciplinary action being taken and Long Hanborough Playgroup reserves the right to take legal action against employees where breaches of the Code warrant such action.

- Staff should remember that the welfare of the child should always come first.
- Staff should provide an example of good conduct that you wish others to follow.
- Staff should not raise their voices in front of children.
- Staff should only restrain children for their own safety or the safety of others.
- Adults and children have a responsibility to treat each other with dignity and respect.
- Staff should be able to tune into the children's physical, verbal and gesture/sign language, to understand and interpret what is being expressed.
- Diversity is a tremendous asset to Long Hanborough Playgroup and we are committed to providing equality of opportunity and will not tolerate any illegal discrimination or harassment based on race, colour, religion, sex, national origin or any other class.
- We encourage all staff to challenge any behaviour (staff, parent, child) that goes against this ethos
- Ensure that your behaviour at work or outside does not cause embarrassment to Long Hanborough Playgroup or reflect negatively on Long Hanborough Playgroup in any way that would bring its reputation into disrepute or cause a loss of public confidence. This includes through the use of social networking sites.
- Staff must adhere to Long Hanborough Playgroup's policies non compliance will be viewed as Gross Misconduct.
- Staff should be clear about the purpose of any activity, which involves photography or video of children. Staff must not take, display or distribute images of children, unless they have consent to do so.
- Staff must report any behaviour by colleagues that raises concerns, by following Long Hanborough Playgroup's Whistle Blowing Policy.
- Staff must take responsibility for recording and reporting any incident, which may result in being misinterpreted and/or an allegation being made.

This policy was adopted at a meeting of Long Hanborough Playgroup

Date to be reviewed By

Signed on behalf of the provider

Name of signatory

Role of signatory (Chairperson/Committee Member)