



Staff Code of Conduct

Purpose

The purpose of this policy is to:

- Promote a safe, respectful, and inclusive learning environment
- Define professional behavior expectations
- Protect students, staff, and the institution
- Ensure compliance with laws and safeguarding regulations

Professional Responsibilities

Staff must:

- Act in the best interests of students at all times
- Maintain high standards of honesty and integrity
- Follow provision policies and procedures
- Maintain appropriate professional boundaries
- Uphold the reputation of the provision

Student Welfare & Safeguarding

Staff are expected to:

- Prioritize student safety and wellbeing
- Report safeguarding concerns immediately
- Avoid favoritism or inappropriate relationships
- Never engage in physical, emotional, or sexual misconduct
- Follow child protection laws and provisions safeguarding procedures



Professional Boundaries

- Maintain appropriate physical and verbal boundaries
- Avoid private communication with students via personal social media
- Use school-approved platforms for communication
- Do not exchange personal contact details with students

Equality, Diversity & Inclusion

Staff must:

- Treat all students and colleagues with respect
- Avoid discrimination, harassment, or bullying
- Promote inclusive classroom practices
- Challenge discriminatory behavior

Use of Technology & Social Media

- Maintain professional online conduct
- Do not post confidential or sensitive information
- Avoid discussing students or colleagues online
- Follow the provisions IT and cybersecurity policies

Confidentiality

- Protect student records and sensitive information
- Share information only on a need-to-know basis
- Follow data protection laws



Health, Safety & Professional Conduct

Staff must:

- Follow health and safety regulations
- Avoid working under the influence of drugs or alcohol
- Dress appropriately and professionally
- Arrive on time and fulfill contractual duties

Conflicts of Interest

- Declare outside employment if required
- Avoid financial or personal conflicts
- Do not accept inappropriate gifts

Reporting & Disciplinary Procedures

- Concerns should be reported to leadership or safeguarding leads
- Breaches may result in disciplinary action
- Serious misconduct may lead to termination or referral to authorities

Statement: All staff are expected to uphold the highest standards of professional and ethical conduct. Breaches of this policy may result in disciplinary action.

Policy ratified by	EDAVIES	COG
Review date;	July 2026	Director