**Code of Conduct for Staff and Students**

At **Future Stars Education**, we are committed to fostering a respectful, inclusive, and professional environment where staff and students can thrive. This Code of Conduct outlines the standards of behaviour expected from everyone involved in our programmes, ensuring a safe and productive experience for all.

**1. Purpose of the Code**

The Code of Conduct is designed to:

* Promote respect and understanding among all participants.
* Safeguard the wellbeing of students, staff, and others involved.
* Establish clear expectations for behaviour.
* Uphold the values of professionalism, integrity, and inclusivity.

**2. Staff Code of Conduct**

Staff members are role models for students and must maintain high standards of conduct at all times.

**Professionalism**

* Deliver high-quality sessions that align with the ethos of Future Stars Education.
* Be punctual, prepared, and appropriately dressed for all activities.
* Maintain professional boundaries with students, parents, and colleagues.

**Respect and Inclusion**

* Treat all students, colleagues, and partners with dignity and respect.
* Foster an inclusive environment where diversity is celebrated.
* Avoid discriminatory language or behaviour in any form.

**Safeguarding and Safety**

* Prioritise the safety and wellbeing of all students.
* Report any safeguarding concerns immediately to the designated safeguarding leads.
* Follow health and safety protocols, including risk assessments for all activities.

**Confidentiality**

* Respect the privacy of students and their families by handling personal information responsibly.
* Share sensitive information only with authorised personnel, in line with safeguarding procedures.

**3. Student Code of Conduct**

Students participating in Future Stars Education programmes are expected to:

**Respect for Others**

* Treat peers, staff, and visitors with kindness and respect.
* Avoid bullying, harassment, or disruptive behaviour.
* Listen to and follow instructions from staff.

**Engagement and Participation**

* Attend sessions regularly and arrive on time.
* Actively participate in activities and make a genuine effort to learn.
* Bring a positive attitude and strive to reach personal goals.

**Safety and Responsibility**

* Follow all safety instructions provided by staff.
* Respect the equipment and facilities used during sessions.
* Report any concerns or incidents to a staff member immediately.

**4. Unacceptable Behaviour**

Unacceptable behaviour from staff or students includes, but is not limited to:

* Physical or verbal abuse.
* Discrimination or harassment.
* Vandalism or misuse of equipment.
* Persistent failure to follow instructions or safety guidelines.
* Any actions that compromise the safety or wellbeing of others.

**5. Consequences of Breaching the Code**

**For Staff**

* Breaches of the Code may result in disciplinary action, including suspension or termination of employment.
* Serious breaches, including safeguarding violations, will be reported to the relevant authorities.

**For Students**

* Minor breaches will result in a verbal warning and an opportunity to improve behaviour.
* Repeated or serious breaches may result in suspension or removal from the programme, with the involvement of parents/carers and referring schools.

**6. Reporting Concerns**

* Concerns about staff conduct should be reported to the safeguarding lead or management.
* Concerns about student behaviour should be raised with staff or a safeguarding lead.

**7. Monitoring and Review**

This Code of Conduct will be reviewed annually to ensure it remains relevant and effective. Updates will be communicated to staff, students, and stakeholders.

At **Future Stars Education**, we are committed to creating a positive and respectful environment where everyone can succeed. By adhering to this Code of Conduct, we can work together to achieve our shared goals.