



Staff Code of Conduct

Registered company no. 12760014
ICO Registration Number: ZB615860
Reviewed: August 2025

Statement of Commitment

All staff and volunteers must act professionally, responsibly, and in a manner that safeguards and promotes the welfare of children and clients at all times.

Professional Behaviour

- Treat all children, clients, families, and colleagues with respect and dignity.
- Maintain appropriate boundaries in 1:1 counselling and group sessions.
- Act with honesty, integrity, and transparency in all interactions.

Safeguarding Responsibilities

- Follow all safeguarding policies and procedures.
- Report any concerns about a child's safety, abuse, or neglect immediately to the designated safeguarding lead or relevant authority.
- Understand that confidentiality has limits when a child or someone else is at risk.

Use of Social Media and Technology

- Maintain professional boundaries online; do not share personal contact details with children or clients.
- Only use communication methods approved by the organisation and for professional purposes.

Health, Safety, and Environment

- Ensure the physical environment is safe for children and clients.
- Follow risk assessment and emergency procedures at all times.

Compliance & Review

- Adhere to all relevant legislation, professional standards, and organisational policies.
- This policy is reviewed at least annually or whenever statutory guidance or organisational practices change.
- Next review date: August 2026



07866 502 178



nicolette@flourishoxford.com



www.flourishoxford.com