



## Code of Conduct Policy

### Rationale:

Staff must show children, their families and each other respect. Likewise, parents and carers must show staff respect at all times.

### Methods:

- Staff should work cooperatively with colleagues, support and learn from each other and accept differences in personal style.
- Staff shall respect, and seek when necessary, the professional opinions of colleagues in their area of competence and acknowledge their contribution.
- Staff must not behave in a racist manner under any circumstances and must not make racist or sexist remarks.
- Staff must never show favouritism.
- Staff must prevent the abuse of younger or weaker children by older or stronger children through bullying, cruel or humiliating behaviour.
- Staff will not be permitted in the clubs if there is any indication that they are under the influence of alcohol or substance misuse.
- Parents and carers will not be permitted to collect their child if there is any indication they are under the influence of alcohol or substance misuse.
- Staff should maintain a high standard of personal presentation.
- Staff photographs should be displayed clearly for parents and carers to see at all times.
- Staff must observe confidentiality at all times.

This policy was adopted September 2021

This policy will be reviewed annually or as required.

Last updated: 09.11.22

Signed by the Committee: .....

Signed by the Pre-School Manager: .....