

**Appendix to
Guidance for Safer Working Practice for those working with
Children and Young People in education settings October 2015**

AVALON SCHOOL CODE OF CONDUCT FOR STAFF

This provides additional information, in relation to our specific setting, to supplement the guidance identified below.

To be read in conjunction with other key policies which identify expectations of staff:

Child Protection & Safeguarding Policy
Esafety Policy (within Child Protection & Safeguarding Policy)
Social Networking Policy
Behaviour Teaching Policy
Whistleblowing Policy
Guidance for safer working practice for those working with children and young people in education settings and Avalon Code of Conduct for Staff Appendix

Dress and Appearance

- Our dress code is fairly formal and in keeping with an appropriate professional image.
- Clothing needs to be appropriate work wear and smart in appearance. No denim or informal trousers such as combat type or shorts.
- Plain jogging bottoms and tee shirts are appropriate staff wear for PE; those working with young people with profound and complex needs are welcome to wear similar attire throughout the day.
- Piercings – only a single stud in ear/s, no other piercings.

Mobile Phones

- Staff mobiles should be locked away during the school day. The school office can pass on important messages. Only in an exceptional circumstance may a member of staff request that they may keep their phone with them on a particular occasion. Permission in such circumstances should be sought from the headteacher.

Team work

- All job descriptions include the requirement for a positive, solution focussed approach. This approach will apply to the way in which we deal with any issues which arise with other adults in the work place.
- In the spirit of treating people how we would like to be treated ourselves we will talk directly with the person concerned if we have a problem and try to resolve the matter between ourselves. This process may need some support. However we are minded to resolve differences positively and directly to ensure we can maintain effective team work in the shared interests of our working together in the best interests of our pupils and students.