



PEWITHALL PRIMARY SCHOOL

STAFF CONDUCT AND PROFESSIONAL BEHAVIOUR POLICY

Please note that this school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

OVERVIEW

The conduct of staff is required to meet the highest professional standard that may be expected. Their conduct must set an excellent example to all and they must at all times behave in a professional manner that promotes the good reputation of the school. The conduct of every member of staff has an important impact on the ethos and learning environment of the school and so very high standards of conduct are expected from all as they carry out their professional duties. The school policies must be known and followed by all members of staff and must underpin their work and conduct at all times.

OBJECTIVES

1. To put the care, safety, well-being and education of pupils first by ensuring that the conduct of all members of staff meets the highest professional standard at all times.
2. To ensure that all members of staff relate to their colleagues, children and parents in a proper and professional manner.
3. To ensure that every member of staff carries out their professional responsibilities to the high standard set by the governing body and demanded by the National Teachers' Standards.
4. To ensure that all staff know and use the school policies to guide their work and conduct at all times.

STRATEGIES

1. All members of the teaching and support staff will use the National Teachers' Standards (2012) (update 2021) as the basis for their conduct when carrying out of their professional duties. The standard must be applied in conjunction with the school's practice, for Teaching and Learning, Display, Assessment and Recording, Display, Feedback, Homework.



2. All staff will follow the Health and Safety Policy, Safeguarding Policy, Intimate Care Policy and any other relevant policy to ensure that pupils are kept safe.
3. All staff will be required to familiarise themselves with the DfE guidelines for 'Keeping children safe in education' Sept 2023 and follow that guidance at all times. It is also important for staff to be fully aware of the "Working Together to Safeguard Children" document updated Sept 2018.
4. All staff will ensure that the Anti-bullying Policy is applied and enforced.
5. All staff will promote the school's Behaviour Policy and Positive Handling and Intervention Policy at all times.
6. All staff will familiarise themselves with the Critical Incident Policy, The Fire and Emergency Evacuation Policy, Medicines Policy and other key policies to ensure that they know how to respond in an emergency and at other times.
7. All members of staff will be required to promote the high standards set out in the Equalities Policy and SEND Policy, Under the 2010 Equality Act all protected characteristics will be recognised and acceptance taught as an embedded aspect in all curriculum areas: disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.
8. When using information and communications technology members of staff must follow the Safe Internet Usage Policy, Mobile Phone Policy, Data Protection Policy and the Safe Use of Social Media Policy. Whilst using social media, all staff will remain professional when posting comments on social media platforms in
9. All members of staff will follow the policy for appraisal when their work is reviewed and it is expected that they will make full use of all opportunities that are offered to them for continuing professional development.

USE OF IT INCLUDING SOCIAL MEDIA

Staff must not use social networking sites to post material which damages the reputation of the school or which causes concern about their suitability to work with children and young people. Those who post material which could



be considered as inappropriate could render themselves vulnerable to criticism or allegations of misconduct or disciplinary action.

When using social networking sites staff must take care to protect their privacy and protect themselves from risk of allegations in relation to inappropriate relationships.

Staff must not develop or maintain online relationships with parents or pupils through social networking sites, instant messaging or other media, whether this is through school or personal IT facilities.

Staff must only use their school email account when communicating electronically for work purposes. Staff must not give their personal details such as home/mobile phone number, home e-mail address to parents or pupils.

Staff should not use personal phones and cameras to photograph pupils.

Under no circumstances should adults in school access inappropriate images. Deliberately accessing pornography on school equipment will be treated as gross misconduct and may be considered a criminal offence. Accessing indecent images of children on the internet, and making, storing or disseminating such material, is illegal and is likely lead to criminal prosecution and may result in barring from work with children and young people.

The school has a separate policy on the on the acceptable use of the internet, electronic communication and security. Please refer to this document for further information and guidance.

OUTCOMES

This school will be a place where staff conduct is required to be of the highest professional standard so that it always promotes an excellent ethos for teaching and learning. It will ensure that pupils are well-cared for, kept safe and that their well-being is given the highest priority. Teachers will conduct themselves to the highest professional standards at all times and they will be expected to uphold excellent professional relationships at all levels.



Policy reviewed: May 2022
Policy minuted: June 2023
Date to be reviewed: June 2024

Signed: *D. P. Baugh* Headteacher
Date:

Signed: *P. Roughton* Chair of Governors
Date: