

Code of Conduct

The Children's Workshop Pre-School

- Never use any kind of physical punishment or chastisement such as smacking or hitting.
- Do not smoke or Vape on premises or on Pre-School outings.
- Do not use unprescribed drugs or be under the influence of alcohol.
- Never behave in a way that frightens or demeans any child.
- Do not use racist, sexist, homophobic or other discriminatory or offensive language.
- Recognise and respect the value and fundamental worth of each child and family regardless of economic or social background.
- All children and families deserve your respect and understanding.
- You have a responsibility to understand and adhere to current legislation and guidance.
- Avoid being alone with a child whenever possible. In situations where this may be needed think about ways of making this less secret for example by telling another worker what you are doing and where you are going, leaving a door ajar, being in earshot of others.
- Workers should be aware of the potential for misunderstanding when touching children. Touching should be appropriate to the situation. Consoling a child who is upset, administering first aid or supporting a participant in an activity is acceptable and necessary behaviour. Workers should, however, endeavour to minimise any possible misunderstanding of their actions.
- Physical contact should be open and initiated by the child's needs, e.g. for a hug when upset or help with toileting. Always prompt children to carry out personal care for themselves and if they cannot manage ask if they would like help – write in Intimate care file if help is needed with toileting or nappy changing.
- Do talk to children about their right to be kept safe from harm.
- Do listen to children and take opportunities to raise their self esteem.
- Work as a team with your co-workers. Agree with them what behaviour you expect from children and be consistent in enforcing it.
- Make sure you have read and understood the Safeguarding Children Policy.
- Make sure you feel confident that you know how to recognise when a child may be suffering harm, how to handle any disclosure and how to report any concerns.
- Seek advice and support from your colleagues and DSL (Designated Safeguarding Lead).
- Be clear with anyone disclosing information that could concern the safety and well being of a child that you cannot guarantee to keep this information to yourself.
- Never let allegations, made by anyone, go unacknowledged, unresolved or not acted upon. Discuss with the DSL or follow the Whistle blowing Procedure.
- Do seek opportunities for training.
- No images or video, its staff, management, children or parents should be published on Facebook or any other social media sites or similar.
- The nursery mobile phones should be the only phones used within the setting.
- It is the responsibility of Sarah Maynard to approve photographs for use on displays, planning/observation evidence and marketing purposes and to store photographs appropriately.

This policy was adopted on	Signed on behalf of the nursery
21/10/2024	<i>Sarah Maynard</i>