



Staff Code of Conduct

Bath Mandarin School is committed to creating a safe school culture where relationships are built on mutual trust. We recognise the need to protect both adults and under-18s from any behaviour or action that might harm them or be misconstrued. Our school values are belonging, inclusion and respect to build up a welcoming and inclusive community group.

All staff must:

- develop positive relationships based on mutual trust and communication with students of whatever age, gender, faith or cultural background.
- support, assist and nurture students in every aspect of their stay in the UK. acknowledge the significance of culture, customs, language and beliefs in the student's life.
 - acknowledge the uniqueness of each student and the level's of each student's strength and weakness.
 - as a person in a position of trust, provide an example of good conduct you wish others to follow.
- have a duty of care towards students.
- ensure that whenever possible there is more than one adult present during activities with children and young people, or at least that you are within sight or hearing of others.
- respect a young person's right to personal privacy while realising that privacy does not equate to isolation.
- encourage an open environment in which young people and adults feel comfortable and caring enough to point out attitudes or behaviour they do not like.
- remember that someone else might misinterpret your actions, no matter how well intentioned.
- be aware that physical contact with a child or young person may be misinterpreted.
- recognise that special caution is required when you are discussing sensitive issues with children or young people.
- operate within the school's principles and guidance and any specific procedures.
- ensure the school has gained parental/carers consent where required by procedures.
- challenge unacceptable behaviour and report all allegations/suspensions of abuse to the Welfare Officer.
- give guidance and support to inexperienced staff.

- only take photos and video according to our Permitted use of photographs and video policy, which should be read and signed.

All staff must not:

- have inappropriate physical or verbal contact with children or young people.
- spend excessive amounts of time alone with children or young people or arrange meetings with them outside organised activities.
- allow yourself to be drawn into inappropriate attention-seeking behaviour or conversation.
- do not take children or young people alone in a car on journeys, unless it is unavoidable.
- jump to conclusions about others without checking facts.
- either exaggerate or trivialise child abuse issues.
- show favouritism to any individual
- let personal relationships within the organisation affect your role.
- rely on your good name or that of the organisation to protect you.
- believe "it could never happen to me"
- take a chance when common sense, policy or practice suggests another more prudent approach.
- befriend or accept requests to befriend under-18 students on social media sites.
- exchange personal contact details with under-18 students.
- purchase any alcohol / cigarettes / e-cigarettes or vapes for under-18s
- expose students to any inappropriate or illegal content or environment

It is updated on 13rd June 2024.