

Staff Code of Conduct

This is an extract taken from the Durham and Newcastle Diocesan Learning Trust.

A high standard of discipline is essential for the efficient and orderly conduct of all schools within the Trust and for the safety and well-being of its entire

Staff.

- This guidance highlights the reasonable standards of conduct which are expected.
- This guidance applies to all employees regardless of length of service. It does not apply to agency workers or self-employed contractors.
- If you are a teacher then you should read this guidance in conjunction with the DfE statutory guidance, "Teachers' Standards" as amended and updated from time to time.
- The Trust has overall responsibility for this guidance, including keeping it under review.

Relationships

You should:

- 2.1.1. be caring, fair and committed to the best interests of the pupils/students entrusted to your care, and seek to motivate, inspire and celebrate effort and success;
- 2.1.2. acknowledge and respect the uniqueness, individuality and specific needs of pupils/ students and promote their holistic development;
- 2.1.3. be committed to equality and inclusion and to respecting and accommodating diversity including those differences arising from gender, civil status, family status, sexual orientation, religion, age, disability, race, ethnicity, membership of the Traveller community and socio-economic status, and any further grounds as may be referenced in equality legislation in the future;
- 2.1.4. seek to develop positive relationships with pupils/students, colleagues, parents, school management and others in the school community, that are characterised by professional integrity and judgement; and
- 2.1.5. work to establish and maintain a culture of mutual trust and respect in the school you work.

Professional Integrity

You should:

- 3.1.1. act with honesty and integrity in all aspects of your work;
- 3.1.2. respect the privacy of others and the confidentiality of information gained in the course of professional practice, unless a legal imperative requires disclosure or there is a legitimate concern for the wellbeing of an individual (any concerns or queries should be discussed with your line manager or the Headteacher);
- 3.1.3. represent yourself, your professional status, qualifications and experience honestly;
- 3.1.4. use your name/names as set out in the Register of Teachers, in the course of your professional duties; and
- 3.1.5. avoid conflict between your professional work and private interests which could reasonably be deemed to impact negatively on pupils/students.

Professional conduct

Teachers should comply with the School Teacher's Standards

<https://www.gov.uk/government/publications/teachers-standards>.

Head Teachers should comply with the Head Teacher standards

<https://www.gov.uk/government/publications/national-standards-of-excellence-for-headteachers/headteachers-standards-2020§ion-2-headteachers-standards>

You should:

- 4.1.1. uphold the reputation and standing of the profession;
- 4.1.2. take all reasonable steps in relation to the care of pupils/students under your supervision;

- 4.1.3. work within the framework of relevant legislation and regulations;
- 4.1.4. comply with agreed national and school policies, procedures and guidelines which aim to promote pupil/student education and welfare and child protection;
- 4.1.5. Teachers should comply with the school teacher's standards
- 4.1.6. report, where appropriate, incidents or matters which impact on pupil/student welfare;
- 4.1.7. communicate effectively with pupils/students, colleagues, parents, school management and others in the school community in a manner that is professional, collaborative and supportive, and based on trust and respect;
- 4.1.8. ensure that any communication with pupils/ students, colleagues, parents, school management and others is appropriate;
- 4.1.9. ensure that you do not knowingly access, download or otherwise have in your possession inappropriate materials/images in electronic or other format;
- 4.1.10. ensure that you do not knowingly access, download or otherwise have in your possession, illicit materials/images in electronic or other format;
- 4.1.11. ensure that you do not practise while under the influence of any substance which may impair your fitness to teach/ work (please refer to section 4.3 – Substance misuse policy);
- 4.1.12. ensure that mobile phones are switched off and put away whilst working and are only used in the staff room when on breaks; and
- 4.1.13. ensure that you comply with the policies within this Handbook.

Professional Practice

You should:

- 5.1.1. maintain high standards of practice in relation to pupil/student learning, planning, monitoring, assessing, reporting and providing feedback;
- 5.1.2. apply your knowledge and experience in facilitating pupils'/students' holistic development;
- 5.1.3. plan and communicate clear, challenging and achievable expectations for pupils/students;
- 5.1.4. create an environment where pupils/ students can become active agents in the learning process and develop lifelong learning skills;
- 5.1.5. develop teaching, learning and assessment strategies that support differentiated learning in a way that respects the dignity of all pupils/ students;
- 5.1.6. inform your professional judgement and practice by engaging with, and reflecting on, pupil/student development, learning theory, pedagogy, curriculum development, ethical practice, educational policy and legislation;
- 5.1.7. in a context of mutual respect, be open and responsive to constructive feedback regarding your practice and, if necessary, seek appropriate support, advice and guidance;
- 5.1.8. act in the best interest of pupils/students and the school / Trust.