



Education – My Life Matters (CIC) Independent School & Alternative Provision

SAFEGUARDING CODE OF CONDUCT FOR ALL STAFF

Introduction

This document makes clear the safeguarding code of conduct for all adults working in Education My Life Matters Independent School (including Executive Board members, volunteers and visitors). It makes clear what is acceptable and desirable in order to protect both learners and adults. This document compliments all other policies and guidance in regards to Safeguarding, which all staff are expected to be familiar with.

All adults working in the school should know the name of the **Designated Safeguarding Lead** (*Brian Melnick; in his absence Talmud Bah*). All adults should be familiar with school and local child protection arrangements and understand their responsibilities to safeguard and protect children and young people.

Basic principles

- The learner's welfare is paramount
- Adults working in this school are responsible for their own actions and behavior and should avoid any conduct which would lead any reasonable person to question their motives or intentions
- Adults working in the school must work and be seen to work in an open and transparent way
- Adults should discuss/or take advice promptly from their line manager or another senior member of staff about any incident which could give rise to concern. This could relate equally to learners as well as adults.
- A record will be kept of any such incident and a decision made/further action agreed, in accordance with the school's recording keeping policy.
- Staff should apply the same professional standards regardless of gender or sexuality
- Staff should be aware that breaches of the law and other professional guidelines could result in criminal or disciplinary action being taken against them.

All staff, volunteers and visitors to the school must:

- Be familiar with and work in accordance with the school's policies including in particular
 - Safeguarding and Child Protection
 - Behaviour
 - Physical Intervention
 - Internet Safety
 - Health and Safety
 - Use of Photography and Video
 - Whistleblowing
- Provide a good example and a positive role model to learners, behave in a mature, respectful, safe, fair and considered manner. For example, you must ensure that you;
 - Are not sarcastic, and do not make remarks about or make 'jokes' to

learners of a personal, sexist, racist, discriminatory, intimidating or otherwise offensive nature.

- Do not discriminate favorably or unfavorably towards any learner. For example;
 - Treat all learners equally
 - Do not give or receive (other than token) gifts unless arranged through school

- Ensure that your relationship with learners remain on a professional footing. For example, you must;
 - Only touch learners for professional reasons, and when this is necessary and appropriate for the learner's wellbeing or safety
 - Although there are occasions when we may be alone in a room for a very good reason, we must be careful not to behave in a way that could lead a reasonable observer to question your conduct, intentions or suitability to care for other people's children.
 - Not make arrangements to contact, communicate or meet with learners outside your work (this includes email, text and other messaging systems)
 - Not develop 'personal' or sexual relationships with learners. In particular your attention is drawn to the provisions of the Sexual Offenders Act 2003, which creates a new criminal offence of abuse of a position of trust (when a person aged 18 or over is in a 'position of trust' with a person under 18 and engages in sexual activity with or in the presence of that child, or causes or incites that child to engage in or watch sexual activity)

Reference documents: -

- Safeguarding Children and Safer Recruitment in Education DfES Jan 2007

- Schools Safeguarding policies

- LSCB Local Safeguarding Children Procedures

- Guidance for Safe Working Practice for the Protection of Children and Staff in In education Settings DfES (IRSC) Sept 2006

I have read and understood the above Code of Conduct and agree to abide by the Code in all dealings with learners at Education-My Life Matters(CIC) Independent School and Alternative Provision.

Name Signed

Date