Bledington Primary School

Primary School Staff Code of Conduct (England)

Academic Year 2026-27

This model Staff Code of Conduct is aligned with the latest safeguarding expectations in **Keeping Children Safe in Education (KCSIE) 2026**, the **Teachers' Standards**, equality legislation, and current Department for Education guidance. It is suitable for adoption by a maintained primary school, academy, or federation, subject to local review.

Date of Policy	***Date of ratification by Governing Body***	**Signed:** **COHEADTEACHERS**
08.08.26	***07.10.26***	 **COCHAIRS OF GOVERNORS** *K Dainty A Hammerstein*

Safeguarding Statement

At Bledington Primary School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Bledington Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

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1. Introduction

This Code of Conduct sets out the professional standards expected of all staff, volunteers, governors, contractors, agency workers, trainees and visitors working in the school.

The welfare, safety and wellbeing of children are paramount. All staff must act in ways that maintain public trust in the school and uphold the highest standards of professional behaviour. Safeguarding is everyone's responsibility.

Failure to comply with this Code may result in disciplinary action and, where appropriate, referral to relevant safeguarding or regulatory bodies.

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2. Core Principles

All staff must:

- Place the safety, welfare and educational needs of pupils first.
- Maintain professional boundaries at all times.
- Act with honesty, integrity, fairness and respect.
- Treat all pupils, parents, carers and colleagues with dignity.
- Work in an open, transparent and accountable manner.
- Promote inclusion, equality and diversity.
- Protect the reputation of the school and the profession.
- Follow all safeguarding, child protection and whistleblowing procedures.

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3. Safeguarding Responsibilities

All staff must:

- Read and understand Part One of KCSIE and other safeguarding information specified by the school.
- Know the identity and role of the Designated Safeguarding Lead (DSL) and deputies.
- Report any safeguarding concern immediately in line with school procedures.
- Record concerns accurately and promptly.
- Never assume another person has taken action.
- Report concerns about colleagues, volunteers, contractors or adults working with children.
- Understand the school's procedures for reporting low-level concerns and allegations against staff.
- Undertake safeguarding training and updates as required.

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4. Professional Conduct and Behaviour

Staff must:

- Demonstrate high standards of personal and professional conduct.
- Act as positive role models.
- Exercise professional judgement.
- Be punctual, reliable and prepared.
- Maintain appropriate standards of dress and appearance.
- Avoid behaviour that could bring themselves, the school or the teaching profession into disrepute.
- Comply with all school policies and statutory requirements.

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5. Professional Boundaries

Staff must maintain clear professional boundaries with pupils.

Staff must not:

- Develop inappropriate personal relationships with pupils.
- Favour or discriminate against individual pupils.
- Meet pupils socially without a legitimate professional reason and senior leadership approval.
- Share personal contact details with pupils.
- Communicate through personal social media accounts or personal messaging services.
- Engage in conduct that could be interpreted as grooming or an abuse of trust.

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6. Online Safety, ICT and Social Media

Staff must:

- Follow school ICT and acceptable-use policies.
- Use school systems professionally and securely.
- Maintain professional standards when using social media.
- Protect confidential information.
- Report any online safeguarding concerns immediately.

Staff must not:

- Contact pupils through personal accounts.
- Share inappropriate content.
- Post material likely to damage the reputation of the school.

- Access, create or distribute offensive, discriminatory or unlawful content

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7. Relationships with Pupils

Staff must:

- Treat pupils with respect and dignity.
- Listen to pupils and take their concerns seriously.
- Maintain appropriate professional distance.
- Use positive behaviour management strategies.
- Avoid any conduct that could be misinterpreted.

Staff must not:

- Use humiliating, degrading or abusive language.
- Engage in inappropriate discussions of a personal nature.
- Make comments that could be viewed as discriminatory, harassing or intimidating.

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8. Physical Contact

Physical contact should:

- Be appropriate, necessary and proportionate.
- Be in the child's best interests.
- Be part of an agreed educational, pastoral, medical or safeguarding response.
- Be recorded where appropriate.

Any use of reasonable force must comply with legal requirements and school policy.

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9. Equality, Diversity and Inclusion

All staff must:

- Promote equality of opportunity.
- Treat others fairly and without discrimination.
- Challenge discriminatory language or behaviour.
- Support an inclusive culture where all children feel safe, valued and respected.

Discrimination, harassment, bullying or victimisation will not be tolerated.

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10. Confidentiality and Information Sharing

Staff must:

- Respect confidential information.
- Share information only on a need-to-know basis.
- Follow data protection and GDPR requirements.
- Understand that safeguarding concerns must be shared appropriately and cannot be kept confidential when a child may be at risk

11. Attendance, Health and Fitness for Work

Staff must:

- Attend work regularly and punctually.
- Be fit to carry out their duties.
- Inform leaders of circumstances that may affect their work.
- Follow sickness reporting procedures.

Staff must not:

- Attend work under the influence of alcohol, illegal drugs or substances that impair judgement or performance.

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12. Gifts, Rewards and Hospitality

Staff must:

- Exercise professional judgement when accepting gifts.
- Follow school procedures for declaring gifts and hospitality.
- Avoid situations that could create a conflict of interest.

Staff should not accept gifts that could reasonably be viewed as influencing professional decisions.

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13. Whistleblowing and Duty to Report Concerns

Staff have a duty to report:

- Safeguarding concerns.
- Unsafe practices.

- Professional misconduct.
- Illegal activity.
- Behaviour that may place pupils at risk.

Concerns should be raised through the school's whistleblowing procedures without fear of victimisation.

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14. Criminal Offences, Cautions and Investigations

Staff must inform the Headteacher (or Chair of Governors if the Headteacher is concerned) immediately if they:

- Are arrested.
- Receive a caution.
- Are charged with an offence.
- Become subject to any safeguarding restriction or investigation.

The school will consider the relevance of any matter to safeguarding and suitability to work with children.

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15. Use of School Resources

Staff must:

- Use school resources responsibly.
- Protect school property.
- Report damage or loss promptly.
- Ensure public funds are used appropriately.

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16. Low-Level Concerns

All staff should report any behaviour by adults that:

- Is inconsistent with this Code.
- Does not meet the harm threshold but causes concern.
- Could create risk to pupils, staff or the school.

The school will manage low-level concerns in line with KCSIE requirements.