



# Code of Conduct Policy

**Approval Date: November 2018**

**Review Date: July 2027**

**Headteacher:**

*T Emberson*

## **Working together at Three Bridges Primary School to make school a safe and positive place for children and adults**

Our code of conduct applies **all** adults including staff, parents, carers, volunteers and visitors

- Adults have a duty of care towards the children in the school.
- Children should not see or hear inappropriate conduct by adults on site.
- Three Bridges Primary School expects its staff not to be subjected to any form of abuse by anyone in the school community.
- In order to provide a safe and secure environment for both adults and children in schools, the Governing Body has developed the following **code of conduct**:

1. We ask that staff, families and visitors exercise patience, tolerance and courtesy at all times.
2. At Three Bridges Primary School, we promote respect between all adults and children on the school premises. As part of this, we operate a zero-tolerance policy towards negative and anti-social behaviour.
3. All cases of verbal and/or physical abuse or threatening behaviour will result in the offender being asked to leave and may result in a ban from school premises. This may lead to prosecution under Section 3, 4 or 5 of the Public Order Act 1986. All such incidents will be logged. (Copies of the Public Order Act 1986 are available in school).
4. We have developed a Social Networking Policy and all staff are asked to ensure that this is adhered to at all times.
5. All persons must follow health and safety regulations at all times to ensure the safety of themselves, children, staff, volunteers and visitors.
6. Adults are expected to be appropriately dressed (staff are required to adhere to the Dress Code).
7. Smoking, including vaping, is not allowed on school premises.

### **Mobile Phones and Cameras**

- All mobile phones should be locked away during normal teaching sessions.
- Mobile phones should never be used to take photographs of children.
- Only school iPads should be used to take photographs in classrooms.
- At all events where parents are present and may wish to take photographs of their children, a member of staff needs to remind them that they are for their personal use only and should NOT be published on any website or social networking site as we have several children that cannot be photographed. Children must not be tagged or named.

**Three Bridges Primary School is an equal opportunity organisation and we will not tolerate any discrimination towards any person at this school.**

**Previous Code of Conduct Policy Approved October 2016, updated bi-annually.**