

Childcare Code of Conduct

Guiding principles

- The welfare of the child is paramount.
- All staff are responsible to safeguard and promote the welfare of children and young people. This responsibility extends to a duty of care for those adults employed, commissioned or contracted to work with children and young people.
- Staff who work with children are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions.
- Staff should work and be seen to work, in an open and transparent way.
- The same professional standards should always be applied regardless of culture, disability, gender, language, racial origin, religious belief and/or sexual identity.
- Staff should continually monitor and review their practice and ensure they follow the guidance contained in this document.

Code of conduct examples

- All staff must recognise and respect the value and intrinsic worth of each child and family, regardless of economic or social background.
- All children and families deserve respect and understanding.
- Early years practitioners are responsible for nurturing and educating young children as well as providing information and support to parents.
- Early years practitioners should seek to improve their understanding of the development of young children through ongoing education and collaboration with colleagues.
- Early years workers have a responsibility to understand and adhere to current legislation and guidance that supports their role.
- All staff have a responsibility to contribute to the settings responsibility to protect children and encourage a 'safer working culture'.
- Staff will be expected to follow agreed procedures, without fear of recrimination, to bring to the attention of the Nursery manager any deficiency in the standards.
- If staff have concerns regarding the Nursery manager or other senior staff members the Whistleblowing Policy may be followed.
- When information is necessarily confidential it should only be made available on a "need to know" basis.

- Staff should dress appropriately for their job and give a positive image.
- No jewellery except watches, important rings and studded earrings.
- Except for medical reasons, employees must not take any substances that might affect their work.
- No staff should consume or be under the influence of drink/drugs during their hours of work.
- No smoking is permitted on the premises.

Best practice guidelines in relation to use of mobile phones and digital equipment

- Staff mobile phones should not be carried on the person within the nursery rooms; they should be stored in staff lockers.
- The nursery telephone number should be used as the main point of contact for staff in an emergency.
- The use of mobile phones being carried on a person or used in the nursery room will result in a disciplinary procedure.
- It is the responsibility of the manager /deputy manager to approve photographs for use on displays and for marketing purposes.
- All staff should be aware of the settings e- safety policy regarding access to and use of the internet.

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