

## CODE OF CONDUCT FOR TEACHERS AND ALL STAFF WORKING WITH U18 2020/2021

This conduct code outlines LanguageUK expectations from all our staff working with U18 online. The conduct code aims to help us protect children and young people from abuse and reduce the possibility of unfounded allegations being made. It has been informed by the views of children and young people.

LanguageUK is responsible for making sure everyone taking part in our services has seen, understood, and agreed to follow the code of behaviour, and that they understand the consequences of inappropriate behaviour.

### **The role of all staff:**

In your role at LanguageUK you are acting in a position of authority and have a duty of care towards the children and young people we work with. You are likely to be a role model and are expected to act appropriately.

### **Responsibility:**

You are responsible for:

- prioritising the welfare of children and young people
- providing a safe environment for children and young people
- ensuring equipment is used safely and for its intended purpose
- having good awareness of issues to do with safeguarding and child protection and acting when appropriate.
- following our principles, policies, and procedures
- including our policies and procedures for child protection/safeguarding, whistleblowing, and online safety
- staying within the law always
- modelling good behaviour for children and young people to follow
- challenging all unacceptable behaviour and reporting any breaches of the behaviour code to Verity Sessions DSL Lead and Claire Roberts DSP
- reporting all concerns about abusive behaviour, following our safeguarding and child protection procedures

### **Rights:**

You should:

- treat children and young people fairly and without prejudice or discrimination
- understand that children and young people are individuals with individual needs
- respect differences in gender, sexual orientation, culture, race, ethnicity, disability, and religious belief systems, and appreciate that all participants bring something valuable and different to LanguageUK
- challenge discrimination and prejudice
- encourage young people and adults to speak out about attitudes or behaviour that makes them uncomfortable.

### **Relationships:**

You should:

- promote relationships that are based on openness, honesty, trust, and respect
- avoid favouritism
- be patient with others
- exercise caution when you are discussing sensitive issues with children or young people
- ensure your contact with children and young people is appropriate and relevant to the work of the project you are involved in
- ensure that whenever possible, there is at least one adult present in the room during online activities with children and young people
- if a situation arises where you are alone in the online classroom with a child or young person, ensure that you are within sight or hearing of other adults.

- if a child specifically asks for or needs some individual time with you, ensure other staff have access to the class as well. Please contact Verity Sessions immediately if this should occur
- only provide personal care in an emergency and make sure there is more than one adult present if possible

**Respect:**

You should:

- Always listen to and respect children
- value and take children's contributions seriously
- respect a young person's right to personal privacy as far as possible.
- if you need to break confidentiality to follow child protection procedures, it is important to explain this to the child or young person at the earliest opportunity.

**Unacceptable behaviour:**

When working with children and young people, you must not:

- allow concerns or allegations to go unreported
- take unnecessary risks
- smoke, consume alcohol or use illegal substances online at any time
- develop inappropriate relationships with children and young people
- make inappropriate promises to children and young people
- engage in behaviour that is in any way abusive
- including having any form of online sexual contact with a child or young person.
- let children and young people have your personal contact details (mobile number, email, or postal address) or have contact with them via a personal social media account
- act in a way that can be perceived as threatening or intrusive
- patronise or belittle children and young people
- make sarcastic, insensitive, derogatory, or sexually suggestive comments or gestures to or in front of children and young people.

**Upholding the code of conduct**

You should always follow this code of behaviour and never rely on your reputation or that of LanguageUK to protect you.

If you have behaved inappropriately you will be subject to our disciplinary procedures. Depending on the seriousness of the situation, you may be asked to leave LanguageUK.

We may also make a report to statutory agencies such as the police and/or the local authority child protection services.

If you become aware of any breaches of this code, you must report them to Verity Sessions. If necessary, you should follow our whistleblowing procedure and safeguarding and child protection procedures.

**This website is very good for information.**

<https://www.saferinternet.org.uk/helpline/professionals-online-safety-helpline>

I have read the above and agree to fulfil its requirements.

Name:

Date:

**Written June 2020 Next review Oct 2021**