

Sunning Hill Primary School



Code of Conduct for Dealing with Pupils October 2025

Governing Body Review date: September 2026

Links to other policies including:-

- *Whistle Blowing Policy*
- *Child Protection and Safeguarding Policy*
- *Behaviour Policy*
- *Restraint of Pupils Policy*
- *Intimate Care Policy*

Code of Conduct for pupils

All staff should demonstrate exemplary behaviour in order to protect the safety and well-being of children and to protect themselves from allegations of misconduct. Staff should maintain their own standards of behaviour and conduct themselves in a manner that shows them to be a positive role model to children.

Good practice means:

- Treat all children equally and with respect and dignity.
- Deal with unacceptable behaviour calmly and fairly in line with the school's behaviour policy. Explain to children why certain behaviour is unacceptable so that they feel responsible for their behaviour and less likely to repeat it. Make sure it is the behaviour that is punished and not the child. Promote the language of respect.
- Never use physical punishment or threaten children with physical punishment.
- Only use physical force against a child when it constitutes reasonable restraint to protect him/her or another person or to protect property. (see Physical Restraint Policy)
- Always work in an open environment. Do not allow yourself to be left alone with a child. On the rare occasions that a confidential or one-to-one meeting is necessary, this should be held in a room with an open door or visual access. Where this is not possible, the member of staff should ensure that there is another adult nearby.
- Never make inappropriate physical contact with a child. When a distressed child needs comforting which may include physical comforting, staff should use their discretion to ensure that it is appropriate and not unnecessary contact. Be cautious about physical contact in P.E. Where physical contact is required e.g. to demonstrate equipment or a physical exercise or move, staff should be aware of the limits within which such contact should take place and of the possibility for misinterpretation of such contact.
- If transporting children in their car make sure 2 adults are present.
- Avoid entering toilet areas wherever possible.
- At residential events, adults should not enter children's rooms (unless it is essential because a child is ill and in these circumstances adopt the procedures set out above). Staff should never invite children into their rooms.
- If a child needs intimate care staff must ensure they follow the Intimate Care policy.

Practices never to be sanctioned:

- Inappropriate language or behaviour in front of children.
- Engaging in any form of inappropriate touching.
- Engaging in rough, physical or sexually provocative games, including horseplay.
- Sexually suggestive comments to a child, even in fun.
- Doing things of a personal nature for children that they can do themselves (e.g. apply sun cream)
- Inviting children or allowing children to stay with you at your home
- Reducing a child to tears as a form of control.
- Taking a child in your car alone.
- Communicating with a child through a private social media platform.

Concerns over Staff Conduct

If a member of staff has concerns over the conduct of a colleague, they should follow the guidance laid out in the school's Whistleblowing Policy.

Our school aims to support all families and the wider community. Any queries or concerns regarding individual policies will be considered on an individual basis.