

Mercia Primary Academy Trust



Code of Conduct Policy

Policy Status and Review

Date:	June 2021
Review Date:	June 2022
Signed by Director:	
Date Signed:	

Code of Conduct Policy

We are committed to ensuring the welfare, safety and security of everyone involved with our school. Our work with Pupils and their Families in understanding the importance of Value, Respect and developing confidence is held in high esteem by a wide range of external partners. We agree that these high quality expectations should apply to all members of our community

We have a series of Health and Safety and Welfare Policies which set up the working practices that will ensure all adults are also protected and supported in their expectation of Value, Respect and confidence in their actions and those of others.

As a result, the following Code outlines the conduct values we believe we have as a minimum expectation of how we work together as a staff but also with our partners-families, pupils, governors, visitors, volunteers and directors.

It is expected that all employees abide by these values at all times.

At MPAT we agree to always

- Treat everyone as an equal
- Respect everyone for who they are, their views and the role they do
- Feel free to express our view politely and sympathetically and to be taken seriously and have our views valued
- Discuss conflicts in an appropriate manner, at an appropriate time, in an appropriate place
- Resolve differences in a purposeful way – where appropriate adhering to the appropriate guidance and procedures outlined in the Health and Safety and Welfare Policies
- To value the attitudes and skills each person brings to the organisation
- Support all members of the organisation both personally and professionally
- Speak and behave in a polite manner, expecting the same in return
- Share all information and resources to the betterment of all.
- Respect and value confidentiality both professional and personal
- Think before we speak to avoid distressing others unthinkingly, act and speak in a constructive manner
- Not attach blame but to resolve the issue and move on
- Apologise when necessary and accept apologies and move on
- Be proactive in ensuring a positive atmosphere is kept throughout school, be co-operative

- Discuss with the Headteacher any unresolved issues and expect and accept a resolution
- Be co-operative, polite and understanding if an issue involving you needs resolving

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This information can be made available in a range of formats and languages, including Braille and large print. If this would be useful to you or someone you know, please contact your Directorate HR Unit.

A signed copy of this document is available from the school office.

Version Control

Version	Date Approved	Changes	Reasons for Alterations & signature
Jan 2014			
	Feb 2016	None	
	July 2018	NONE	
	4/11/19	Schools name changed to MPAT	
	01/10/20	No Changes	
	6/12/2020	Replaced helpers with volunteers, replaced officers with directors. Removed some capital letters	Correct language and grammar. M Booth
	24/03/2021	Added range of formats.	Accessibility - C.Cullen