

Date Reviewed:	June 2026
Review Date:	June 2029

Agreed by: Name:	Date: Signature:
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Highfield Staff and Volunteers Code of Conduct

June 2026

We all agree to abide by the following statements: We adhere to the Nolan principles of Public Life –

- **Selflessness**
- **Integrity**
- **Objectivity**
- **Accountability**
- **Openness**
- **Honesty**
- **Leadership**

At Highfield we work hard to maintain the highest standards of professionalism by treating everyone with respect. We are inclusive and driven to ensure everyone achieves.

We have our “safe working practices document”, the teacher’s standards and relevant legislation as detailed in our policies to support this Code.

- **Safeguarding** - I will protect the welfare and safety of our community at all times, including the risk of radicalisation and if I believe a child is at risk, I will refer to the relevant services immediately, and I will ensure the information shared (disclosure) is passed to the safeguarding lead/relevant authorities, and make it clear to the person disclosing that I have a duty to share the information uphold our Online safety and use of mobile technologies policy which I have read.
- **Information sharing** - I will share relevant information to ensure we safeguard all children. I recognise that in order to respect every families’ privacy; only the necessary agencies/people will be informed (on a need to know basis)
- **Conflict** - I will try my best to resolve conflict in a positive and professional manner for the benefit of all. All staff are expected to uphold the highest standards of professionalism in every interaction. We treat one another with dignity, courtesy and fairness, recognising that a respectful environment is essential to effective teamwork and a positive workplace culture.

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We value diverse perspectives and encourage open, honest communication. Differences of opinion are a natural part of collaborative work, and any disagreement must be addressed constructively. Staff will engage in dialogue with openness, patience and a willingness to understand each other's viewpoints.

When conflicts arise, they will be resolved professionally without hostility or personal criticism. We focus on behaviours and solutions, not blame. Everyone is responsible for contributing to a workplace where colleagues feel happy, safe, supported and respected.

- Behaviour - I will support children to be caring and responsible in a safe and positive environment. I will respect, care and learn from others including parents, children and colleagues and be self aware regarding my own behaviour.
- Unconditional regard for all - I will protect the sustainability of the centre through no self gain
- Confidentiality - I understand that confidentiality is the key "what happens in Highfield – stays in Highfield"

I commit to full induction and continuous professional development in order to fulfil the role.