

# **Kidsworld Nursery Code of Conduct Policy**

## **1. INTRODUCTION**

Kidsworld Nursery is committed to maintaining a professional, safe, and respectful environment for children, staff, and parents.

This Code of Conduct outlines the expected behavior and responsibilities of all staff members.

## **2. PROFESSIONAL STANDARDS**

- Staff must act as role models, demonstrating kindness, patience, and professionalism.
- Personal conduct should align with the nursery's values and safeguarding policies.
- Staff must follow all nursery policies and procedures.

## **3. SAFEGUARDING & CHILD PROTECTION**

- Staff must ensure the safety and well-being of every child at all times.
- Any concerns about a child's welfare must be reported to the Designated Safeguarding Lead (DSL).
- Physical punishment or aggressive behavior towards children is strictly prohibited.

## **4. RESPECTFUL COMMUNICATION**

- Staff must communicate professionally and respectfully with colleagues, parents, and children.
- Discriminatory language, bullying, or harassment will not be tolerated.
- Confidentiality must be maintained at all times regarding children and families.

## **5. STAFF-PARENT RELATIONSHIPS**

- Staff must maintain professional boundaries with parents and guardians.
- Personal relationships with parents outside of work must not impact professional duties.

## **6. USE OF TECHNOLOGY & SOCIAL MEDIA**

- Staff must not use personal mobile phones during working hours unless in an emergency.
- Taking photos or videos of children on personal devices is prohibited.
- Social media posts about the nursery, staff, or children must comply with the confidentiality policy.

## **7. HEALTH & SAFETY RESPONSIBILITIES**

- Staff must ensure the nursery environment is safe and free from hazards.
- All accidents and incidents must be reported and recorded appropriately.
- Staff should follow hygiene and infection control measures.

## **8. EQUAL OPPORTUNITY & INCLUSION**

- Staff must treat all children, families, and colleagues fairly and without discrimination.
- Everyone must work towards promoting an inclusive environment.

## **9. REPORTING CONCERNS & WHISTLEBLOWING**

- Any misconduct or policy violations must be reported to the Nursery Manager or DSL.
- Staff have the right to raise concerns without fear of retribution.

## **10. DRESS CODE**

- Staff must wear appropriate and professional attire suitable for working with children.
- Clothing should be comfortable, safe, and aligned with nursery guidelines.

## **11. MONITORING & REVIEW**

- This policy is reviewed annually to ensure it reflects best practices and legal requirements.
- All staff must sign a declaration confirming their understanding and commitment to the policy.

For concerns or further information, contact:

- Kidsworld Nursery Management
- Stockport Local Authority Safeguarding Team: 0161 474 5657
- Ofsted: 0300 123 1231 | Email: [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk)

Kidsworld Nursery is committed to maintaining a high standard of conduct to create a safe and nurturing environment for all children.