

## HACKENTHORPE HALL NURSERY

### POLICY – ADULT BEHAVIOUR (September 2022)

#### ADULT BEHAVIOUR DO'S AND DO NOT'S

**The definition of 'adults' is any adult, paid or unpaid, in the setting.**

**This includes, but is not limited to, childcare staff, premises and administrative workers, students and volunteers and visitors.**

#### Behaviour Guidance

All adults at the nursery:	Adults at the nursery DO NOT
<ul style="list-style-type: none"> <li>• encourage and promote discussion about safeguarding amongst staff, students, volunteers and family members</li> <li>• know who the Safeguarding Team at the nursery is (DSL and Dep.DSLs)</li> <li>• report all health and safety issues without delay</li> <li>• keep children and other service users safe and protect them from physical, sexual and emotional harm and neglect</li> <li>• look after yourself</li> <li>• treat everyone with respect</li> <li>• be a positive role model and behave in a way that you wish others to follow</li> <li>• reduce opportunities for lone working whenever possible:</li> <li>• only work unsupervised with children if it is an agreed part of your role</li> <li>• risk-assess all situations if you are working alone with children and/or family members and make sure you are seen and/or heard by others where this is possible</li> <li>• create an environment in which people feel comfortable in pointing out attitudes and behaviours they do not like</li> <li>• report and challenge all inappropriate and/or abusive activities, such as ridicule, threats, intimidation, bullying and discrimination</li> <li>• familiarise yourself with all aspects of the nursery's code of conduct</li> <li>• report any gifts or money you are given as part of your role at work, and ensure they are not of significant value or intention</li> <li>• report all concerns and allegations of abuse to children and adults promptly and appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• use your position to gain access to any information for your own advantage or another persons' detriment</li> <li>• babysit or care for a child outside your normal role</li> <li>• Intimidate, threaten, bully, coerce or undermine anyone</li> <li>• use racist, sexist, homophobic or other language or</li> <li>• behaviour that is derogatory or oppressive to others</li> <li>• engage in any sexual activity with a child, or family member (even consensual) who is attending the nursery</li> <li>• play games or have physical contact with a child or family member that is inappropriate</li> <li>• jump to any personal conclusions about staff, volunteers or students' behaviour</li> <li>• investigate any allegations about the behaviour of staff and volunteers yourself</li> <li>• make suggestive remarks or gestures, tell jokes of a sexual nature or engage in inappropriate verbal banter with children, family members or colleagues</li> <li>• create a personal relationship outside work with a child or family member where one does not already exist, including on social media</li> <li>• give any personal details about yourself or others to a child or family member unless you have agreed this with a senior member of staff</li> <li>• befriend or communicate with a child or their family member via personal internet accounts, social networking, apps or another electronic medium</li> <li>• give gifts to service users</li> <li>• rely on your name or reputation to protect you when you behave inappropriately</li> </ul>