

## **Conduct Policy (staff and visitors)**

All early years practitioners must treat each other with respect and dignity and must not engage in discriminatory conduct based on: race, colour, ancestry, place of origin, religion, family status, marital status, physical disability, mental disability, sex, sexual orientation, age or political belief. Further to this all early years practitioners must meet acceptable social standards and must contribute to a positive working environment. Bullying or any inappropriate conduct compromising the integrity of Bloom Day Nursery will not be tolerated.

All employees must accept and contribute to a safe working environment. Violence or behaviour that is found to be unacceptable will result in disciplinary procedures being implemented. Employees must recognise that they are part of a team and must display and encourage positive teamwork at all times as outlined in their job description. If conduct or behaviour in the workplace or ability to work as part of a team falls below an acceptable standard the correct disciplinary procedures will be actioned which could result in termination of employment.

Bloom Day Nursery will not tolerate any work-related violence including verbal abuse to our staff. All Bloom Day Nursery staff including students on placement have the right to be treated with consideration, dignity and respect at all times.

All staff and visitors to Bloom Day Nursery including parents/carers are reminded that inappropriate behaviour in front of children is unacceptable and will not be tolerated. This includes verbal abuse to members of the Bloom Day Nursery team. Any issues must be raised in a quiet, dignified manner away from the nursery children.

Date of Review: March 2018