



LAMPTON SCHOOL STAFF POLICY

PREAMBLE

Teaching is a profession and there is an entitlement of duty of care and respect towards other professionals. Teachers and additional staff are role models for pupils and students and it is expected that we maintain high standards of professionalism at all times.

GUIDANCE

- Courtesy and respect should be shown to pupils, students, colleagues and parents
- Staff should not express criticism of colleagues in public
- A copy of any written complaint about a member of staff must be given to the person concerned
- Staff should be sensitive to and about the language that they use to other staff, students and parents
- Relationships with pupils, students and parents should be non-confrontational
- It is advisable to maintain a professional distance with pupils and students inside and outside school
- Governors of the school believe that staff should not partake of alcohol with pupils or sixth form students either inside or outside school
- Staff are advised that when they are dealing with pupils or parents in a professional capacity they should not be smelling of alcohol
- It is good practice to acknowledge any parental contact, either by phone or letter, or e-mail within 48 hours
- Staff are reminded that Lampton is a non-smoking school, except for the designated area
- Senior Management endeavour to set realistic deadlines for staff
- Deadlines should be strictly adhered to because failure to meet deadlines increases the workload on others
- If a member of staff has problems meeting a deadline then it should be their responsibility to see the Head Teacher
- Staff should actively support the behaviour policy of the school so that there is a consistency of approach which is fairer to students and pupils
- Staff should abide by the Staff Dress Code

Stephen Davis, Headteacher