



# Code of Conduct and Dress Code

## BASE Academy Trust Code of Conduct

### Mission Statement

At BASE Academy we believe that all our children can achieve, becoming successful future citizens that contribute positively to a society in which all members are equally valued.

High aspirations, high motivation and high outcomes for all, ensure that achievement gaps wherever they exist are narrowed in order to improve pupils' life choices and future prospects.

We strive for all of our children to be safe, feel valued, develop resilience and continually learn within our nurturing and supportive community.

At Red Lane, our children BELIEVE, ACHIEVE and SUCCEED!

***Believe \* Achieve \* Succeed***

### Code of Conduct

BASE Academy Trust believes that all members of staff play a vital role in creating a vibrant working atmosphere that promotes mutual respect and understanding. Each individual's contribution is to be valued and celebrated, setting an appropriate example to the children within our school.

Individuals working for BASE Academy Trust should remain upbeat, especially when facing difficult and challenging situations. By remaining positive, dedicated and hardworking, we recognise that all barriers can be overcome. This overwhelming attitude towards establishing and maintaining teamwork will allow any barriers to be successfully removed.

We expect all of our children who are part of BASE Academy Trust to demonstrate a tolerant and understanding outlook, where everyone is treated equally. As members of staff, we will endeavour to reinforce these attitudes through our own professional manner, consistently ensuring that everyone is accepted, included and valued as an equal member of our team. When required, we will be active listeners, offering empathy, support and advice to all those in need. All staff will present themselves in a professional way, ensuring that all clothing and footwear worn is suitable and appropriate for the age phase, activity or lesson that is being taught.

During the course of our everyday duties, we will remain reflective, considering what lessons can be learnt from our actions. The complexity of issues that make up a school requires that on occasion we show forgiveness and confidentiality, realising that these situations are rarely personal and go together to create a much bigger picture.

By ensuring that we each promote these shared values and that we recognise our own corporate responsibility within this organisation, BASE Academy Trust will continue to be a welcoming, warm and productive place to work and learn.

### **Dress Code for BASE Academy Trust Staff**

#### **Rationale**

BASE Academy Trust believes that pupils are influenced by role models around them. All staff form an important part of that modelling process and as professionals it is important that we provide the best example of appropriate clothing for the task in hand.

#### **Aims**

Our aim in having a dress code for staff is to ensure:

- Clear expectations and guidelines are laid down for staff, students and parents helping in school.
- Staff are suitably attired to meet safeguarding procedures.
- That all children have appropriate role models for professional dress.
- That all children understand the importance of appropriate dress at relevant times (e.g. changing for P.E, covering clothes for art etc.)

#### **The Dress Code**

- As part of safeguarding for staff and pupils it is important that staff wear clothing which is:
  - appropriate to their role,
  - is not likely to be viewed as offensive, revealing or sexually provocative,
  - does not distract, cause embarrassment or give rise to misunderstanding
  - is absent from any political or otherwise contentious slogans
  - is not discriminatory
- Suitable smart clothing and footwear must be worn to work.
- Clothes must be in a good state of repair, i.e. no rips or holes, including fashion wear that may be purposefully ripped/appear to have holes in them.
- Appropriate clothing should be worn for the occasion e.g.
  - changing into suitable sportswear before/after P.E.
  - wearing an art apron during messy art activities.
  - suitable garments for the activity e.g. if you are sitting on the floor/crawling around outside etc decide whether trousers are more appropriate than a skirt.
  - If you are attending a trip ensure appropriate wet weather garments are taken.
- If jewellery is worn please ensure it does not cause a health and safety hazard (i.e. being caught/grabbed etc.)

- Ensure all jewellery is removed during P.E. sessions

The following items are **not** acceptable:

- Denim items and jeans.
- See through garments. Please be particularly aware during summer months when items are thinner.
- Low cut tops. Please be particularly aware if you are likely to be bending in front of pupils (during first aid, talking to pupils sitting on the floor) leaning across a table.
- Crop tops (i.e. any midriff showing). Please be particularly aware if you are sitting on computer stools when garments may become untucked, or you are leaning across a desk.
- Underwear being revealed. Please be particularly aware of items showing above trousers e.g. if low waisted trousers are worn.
- Shorts (unless tailored to the knee)
- Flip flops.

### **Monitoring**

The policy will be monitored by Heads of School and the Executive Headteacher. Any staff not conforming with the policy will be requested not to wear that item of clothing again or will be asked to change. If frequent non-compliance occurs it will be dealt with through the disciplinary policy.