



Behaviour Code for adults working with children in the setting.

Date of last review: November 2025

Date of next review: November 2026

This behaviour code outlines the conduct that Wacky Woods expects from all our staff and volunteers. This includes agency staff, students on work placement and anyone undertaking duties for the organisation, whether paid or unpaid.

The behaviour code is there to help us protect children and young people from abuse.

Wacky Woods is responsible for making sure everyone taking part in our activities has seen, understood, and agreed to follow the code of behaviour, and that they understand the consequences of inappropriate behaviour.

The role of staff and volunteers

In your role at Wacky Woods you are acting in a position of trust and authority and have a duty of care towards children and young people we work with. You are likely to be seen as a role model by young people and are expected to act appropriately. We expect people who take part in our services to always display appropriate behaviour. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

Responsibility of staff and volunteers.

You are responsible for.

- Prioritising the welfare of children and young people
- Providing a safe environment for children and young people. This includes ensuring equipment is used safely for its intended purpose. Also, having good awareness of issues to do with safeguarding and child protection and acting when appropriate.
- Following our policies and procedures. Including safeguarding, child protection, and low-level concern policies.
- Always staying within the laws.
- Modelling good behaviour for children and young people to follow

- Challenging all inappropriate behaviour and reporting any breaches of the behaviour code to the Designated DSL and Manager
- Reporting all concerns about abusive behaviour, following our safeguarding and child protection procedures. (This includes inappropriate behaviour displayed by an adult or child and directed at anybody of any age.

Respecting children and young people.

You should:

- Always listen to and respect children.
- Value and take children's contributions seriously, actively involving them in planning activities wherever possible.
- Respect a young person's right to personal privacy as far as possible. If you need to break confidentiality to follow child protection procedures, it is important to explain this to the child or young person at the earliest opportunity.

Diversity and Inclusion

You should:

- Treat children and young people fairly and without prejudice or discrimination
- Understand that children and young people are individuals with individual needs
- Respect differences in gender, sexual orientation, culture, race, ethnicity. Disability and religious belief systems and appreciate that all participants bring something valuable and different to our setting.
- Challenge discrimination and prejudice
- Encourage young people and adults to speak out about attitudes or behaviours that makes them uncomfortable

Appropriate relationships

You should:

- Promote relationships that are based on openness, honesty, trust, and respect
- Avoid showing favouritism
- Be patient with others
- Exercise caution when you are discussing sensitive issues with children
- Ensure contact with children is appropriate and relevant to the nature of the activity you are involved in
- Ensure that whenever possible, there is more than one adult present during activities with children. If a situation arises where you are alone with a child, ensure you are within sight or can be heard by other adults

Inappropriate behaviour

When working with children, you must not:

- Allow concerns or allegations to go unreported
- Take unnecessary risks
- Smoke, consume alcohol or use illegal substances
- Develop inappropriate relationships with children
- Make inappropriate promises to children
- Engage in behaviour that is in any way abusive including having sexual contact with a child
- Act in a way that can be perceived as threatening or intrusive
- Patronise or belittle children

- Make sarcastic, insensitive, derogatory, or sexual suggestive comments or gestures to or in front of children.

Upholding this code of behaviour

You should always follow this code of behaviour and never rely on your reputation or that of our setting to protect you.

If you have behaved inappropriately, you will be subject to our disciplinary procedures which are as follows;

- In the first instance a verbal warning-recorded in your personal file.
- Followed by a first written warning.
- Then a second written.
- Followed by dismissal.

Please note this does not apply when a member of staff is still within their probationary period or Gross misconduct such as, failing to comply with Health and safety or Safeguarding.

Depending on the seriousness of the situation, you might be asked to leave Wacky Woods with immediate effect.

We might also make a report to statutory agencies such as the police and/or the local authority child protection services.

If you become aware of any breaches of this code, you must report them to Vicki Egarr the Owner and/or DSL . If necessary, you should follow our safeguarding and child protection procedures.