



## **ATTEND – ENGAGE - PROGRESS**

‘Reality Strikes Academy provides alternative education that combines academic learning with football coaching to help young people reengage with education, through a trauma informed, nurturing environment. The vision is to foster holistic personal and emotional growth to create positive pathways into the future for young people.’

## **REALITY STRIKES ACADEMY**

### **Staff Code of Conduct Policy**

**2025-26**



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## **Important Contacts**

<b>Role</b>	<b>Name</b>	<b>Contact details</b>
Designated Safeguarding Lead (DSL)	Sam Woodhall	Sam.woodhall@relaitystrikes.co.uk 07359079827
Deputy Designated Safeguarding Lead (DDSL)	Reuben Bowen	Reuben.bowen@realitystrikes.co.uk 07446802436
Chair of Governors	Richard Woods	Richard.woods@truelearning.org.uk 07969394852
Governor for Safeguarding and Quality Assurance	Jade Gilchrist	Jade.gilchrist@compass-schools.org 07971371200



## 1. Aims, scope and principles

Education is a highly regarded profession and Reality Strikes Academy maintain the highest expectations of conduct and for their employees.

The Staff Code of Conduct sets out standards that all staff are expected to meet to create a working environment that is safe for all and where everyone can be treated with respect and professionalism.

School staff have an influential position. By adhering to this Code of Conduct they will:

- consistently demonstrate high standards of behaviour
- act with personal and professional integrity
- act with transparency
- respect the safety and wellbeing of others
- maintain the good reputation of Reality Strikes Academy

Failure to follow the code of conduct may result in disciplinary action being taken, as set out in staff disciplinary procedures.

This Code of Conduct is not exhaustive. If situations arise that are not specifically covered by this code, staff will use their professional judgement and act in the best interests of the school and its pupils.

## 2. Legislation and guidance

In line with the statutory safeguarding guidance '[Keeping Children Safe in Education 2025](#)', this Code of Conduct sets out Reality Strikes Academy' stance and expectations regarding, amongst other things:

- low-level concerns
- allegations against staff
- whistleblowing
- acceptable use of technologies (including the use of mobile devices)
- staff/pupil relationships
- communications including the use of social media

## 3. General obligations

Staff set an example to pupils. They will:

- Act with professionalism
- Maintain high standards in their attendance and punctuality
- Never use inappropriate or offensive language in school



- Treat pupils and others with dignity and respect
- Show tolerance and respect for the rights of others
- Not undermine fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- Express personal beliefs in a way that will not overly influence pupils, and will not exploit pupils' vulnerability or might lead them to break the law
- Understand the statutory frameworks and policies they must act within

## 4. Professional Standards

All staff are expected to meet the standards of their profession. Any failure to meet these would also be considered a breach of this Staff Code of Conduct.

[Teacher Standards](#)

[Professional Standards for Teaching Assistants](#)

[Head Teacher Standards](#)

Head Teachers, Governors and those in Senior, Executive and Operational Leadership are also guided by the [Nolan Principles](#).

## 5. Safeguarding, Whistleblowing and Low-Level Concerns

**All staff** have a duty to safeguard pupils from harm and to report any concerns they have. This includes physical, emotional, sexual abuse and neglect.

Staff must familiarise themselves with the **Safeguarding and Child Protection Policy and Procedures** and the **Prevent Policy**, and ensure they are aware of the processes to follow if they have concerns about a child.

New staff will be given copies on induction and will sign a register to acknowledge they have received a copy and understand it.

All staff will receive safeguarding training at least annually and will sign a register to acknowledge they have completed and understood it.

Staff must familiarise themselves with the **Whistleblowing Policy** and the **Low-Level Concerns Policy** and ensure they are aware of the processes to follow if they have concerns regarding a colleague or any individuals that have access to vulnerable children.

All staff have a responsibility to Whistleblow and raise practice concerns regarding colleagues within a timely manner in line with these policies. All concerns or allegations will be managed in line **Managing Allegations against a Member of Staff Policy**.

These policies are available via the [Education SharePoint](#). If staff have any questions or concerns regarding their duties or these policies, they should consult the DSL or any other member of the senior leadership team.

Any failure to follow these policies would also be considered a breach of this Staff Code of Conduct.



## 6. Staff/pupil relationships

Staff will observe proper boundaries with pupils that are appropriate to their professional position. They will act in a fair and transparent way that would not lead anyone to reasonably assume they are not doing so.

If staff members and pupils must spend time on a one-to-one basis, staff will ensure that:

- This takes place in a public place that others can access
- Others can see into the room
- A colleague or line manager knows this is taking place

Staff should avoid contact with pupils outside of working hours if possible. If staff are with children outside of normal school hours at an arranged event, such as an Educational Trip, leavers ball/prom, awards evening etc. these should always be considered as 'working hours', regardless of the time of day and staff should conduct themselves accordingly.

Personal contact details must not be exchanged between staff and pupils. This includes social media profiles and gaming profiles.

Staff will be careful to ensure conversations with pupils are appropriate and will not 'overshare' information about themselves.

If a staff member is concerned at any point that an interaction between themselves and a pupil may be misinterpreted, this should be self-reported to their line manager immediately.

## 7. Staff relationships

If any relationship with another member of staff within the organisation, or linked to the organisation, is or becomes anything beyond a professional relationship including, but not limited to, being a family member, romantic partner, business interest etc. staff are required to notify their line manager for safeguarding and transparency purposes.

If a relationship with a member of staff within the organisation or linked to the organisation develops beyond a professional or platonic one (i.e. that it becomes romantic or sexual) staff must notify their line manager, safe in the knowledge this will be treated with discretion and is purely to safeguard both children and them regarding transparency around conflicts of interests.

## 8. Communication and social media

All staff should be aware of and adhere to the **Internet and Social Networking Policy** detailed in the Staff Handbook. Failure to abide by this policy would also be considered a breach of this Code of Conduct.

School staff's social media profiles should not be available to pupils. This includes gaming profiles or any other means of communication with a child beyond the professional.

If they have a profile on social media sites or forums, it is recommended that they do not use their full name, as pupils may be able to find them. Staff should consider using a first and middle name or some other pseudonym instead and set public profiles to private.



Staff should not attempt to contact pupils via social media, or any other means outside of school in order to develop any sort of relationship. They will not make any efforts to find pupils on social media profiles.

Staff will ensure that they do not post any images online that identify children who are pupils at the school.

[‘Keeping Children Safe in Education 2025’](#) makes clear that it is good practice that online searches can be carried out as part of the shortlisting process for educational roles.

All staff must be aware of the school’s Online Safety policy.

All staff acknowledge that they are ambassadors and representatives of Reality Strikes Academy both during and beyond working hours. Their conduct should not bring into question their professional standing or the professional standing of the organisation.

## 9. Acceptable use of technology

All staff should be aware of and adhere to the **Information Technology Usage and Security Policy** detailed in the Staff Handbook. Failure to abide by this policy would also be considered a breach of this Code of Conduct.

Staff will not use technology in school to view material that is illegal, inappropriate or likely to be deemed offensive. This includes, but is not limited to, sending obscene emails, gambling, viewing pornography or other inappropriate content.

Staff will not use school equipment for any purposes other than fulfilling their professional duties.

Staff will not use personal mobile phones or laptops in school hours other than

- during timetabled breaks
- for safeguarding purposes
- for purposes agreed in advance by the Director outlined in a specific Risk Assessment e.g. where a child is prone to absconding, staff may use their personal phones to maintain communication whilst in pursuit.

No staff member is permitted to use personal mobile phones or cameras to take pictures of pupils.

We have the right to monitor emails and internet use on the school IT system.

## 10. Confidentiality

In the course of their role, members of staff are often privy to sensitive and confidential information about the school, staff, pupils and their parents.

This information will never be:

- Disclosed to anyone without the relevant authority
- Used to humiliate, embarrass or blackmail pupils or others
- Used for a purpose other than what it was collected and intended for



This does not overrule staff's duty to report child protection concerns to the appropriate channel where staff believe a child is at risk of harm.

## 11. Honesty and integrity

Staff should maintain high standards of honesty and integrity in their role. This includes when dealing with pupils, parents/carers, multi-agency professionals, handling money, claiming expenses and using school property and facilities.

Staff will ensure that all information given to the school about their qualifications and professional experience is correct.

## 12. Dress code

All staff will dress in a professional, appropriate manner in line with the **Dress Code**.

## 13. Alcohol Consumption

Staff will be aware of the **Alcohol and Drugs Policy** in the Staff Handbook. Failure to abide by this policy would also be considered a breach of this Code of Conduct.

All employees are expressly forbidden from consuming alcohol when at work or from bringing it onto company premises. Any breach of this rule will be treated as gross misconduct and is likely to result in summary dismissal.

If staff are with children outside of school at an arranged event, such as an Educational Trip, leavers ball/prom, awards evening etc. these should always be considered as being 'at work', regardless of the time of day.

## 14. Smoking

Staff will be aware of the **No Smoking and Vaping Policy** in the Staff Handbook. Failure to abide by this policy would also be considered a breach of this Code of Conduct.

Smoking and vaping is prohibited in all areas of any school site.

Smoking and vaping is not permitted when undertaking direct work with children, whether working inside or outside of any premises. This policy applies to all employees, workers, and visitors.

In certain circumstances employees may be permitted to smoke outside the workplace with the express permission of management. Where this is permitted, management will advise employees of the designated areas.



## 15. Physical contact and boundaries in sport

At Reality Strikes Academy, staff may be required to use limited physical contact with students as part of practical teaching and learning in sport. The following guidance ensures that all physical contact is appropriate, proportionate, and in line with safeguarding expectations.

Purpose of Physical Contact

### Physical contact may be necessary to:

- Support or guide students safely during demonstrations or physical activities.
- Prevent injury or accident (e.g. breaking a fall or correcting unsafe movement).
- Provide non-intrusive encouragement or reassurance (e.g. a handshake, high-five).
- Demonstrate correct technique or body position only where verbal instruction is insufficient.

### Professional Boundaries

- Physical contact must always be open, non-secretive, and in view of others wherever possible.
- Staff must seek consent and explain the purpose of contact before demonstrating or correcting a skill (e.g. "I'm just going to adjust your arm position for balance — is that okay?").
- Contact should be limited to relevant areas such as hands, arms, shoulders, or upper back — and never intrusive or unnecessary.
- Staff must never use physical contact to discipline, punish, or express frustration.
- Physical touch for emotional reassurance should be minimal and age-appropriate.

### Joining in Small-Sided Games

- Staff may take part in small-sided or demonstration games only for the purpose of modelling positive play, teamwork, or demonstrating techniques.



- Staff participation must not become competitive or place students at risk of physical harm.
- Staff should maintain professional distance at all times and avoid unnecessary physical contact during play.
- When demonstrating tackling, shielding, or contact-based skills, staff should use controlled, minimal-force examples and clearly communicate intent to the student beforehand.
- Peer-to-peer and staff-to-student respect is to be reinforced at all times.

### **Good Practice in Demonstrations**

- Use verbal and visual demonstration first, before considering any corrective touch.
- Invite peer demonstrations where possible to minimise staff–student contact.
- Maintain clear boundaries, awareness of personal space, and sensitivity to each student’s comfort level.
- Always adhere to the Reality Strikes Academy Safeguarding Policy and Code of Conduct when involved in physical activities.

### **Reporting and Recording**

- Any incident involving physical intervention, unexpected contact, or student discomfort must be reported immediately to the Designated Safeguarding Lead (DSL), Sam Woodhall.
- Concerns about the appropriateness of contact should also be logged following the Safeguarding Reporting Procedure.

## **16. Conduct outside of work**

Staff will not act in a way that would bring the school, or the teaching profession into disrepute.

This covers, but is not limited to, conduct which could potentially mean that member of staff is not suitable to work with children including criminal offences, such as violence, domestic abuse or sexual misconduct, as well as negative comments made publicly about the school, including on social media.



## 17. Monitoring arrangements

This policy will be reviewed at least annually but can be revised as needed.

It is the employee's responsibility to remain abreast of updates to the Code of Conduct. Ignorance of any updates do not absolve any responsibility to abide by it.

If a member of staff has a query or concern regarding any element of this Code of Conduct, they should refer to their Line Manager, the Head Teacher or the DSL.

## 18. Links with other policies

This policy links with our policies on:

- Compass Employee Staff Handbook
- Staff Disciplinary Procedures, which will be used if staff breach this code of conduct. It also sets out examples of what we will deem as misconduct and gross misconduct
- Staff Grievance Procedures
- Safeguarding and Child Protection Policy and Procedures
- Prevent Policy
- E-safety Policy
- Whistleblowing Policy
- Low-Level Concerns Policy
- Managing Allegations against Staff Members Policy
- Dress Code

## 19. Signed by

### Note

There are no legitimate reasons to fail to abide by this code of conduct. Failure to do so will result in, at minimum, being placed on the **Low-Level Concerns Policy**.

### Employee

Name (Printed):

Signed .....

Date:.....

### Line Manager

Name (Printed):

Signed .....

Date:.....