



Dubbo West Public School Preschool

Procedure: Staff Code of Conduct

Links to relevant Legislation:

Regulation 168(2)(i)

Links to National Quality Standard:

Standard 4.2

Links to EYLF:

Date to be reviewed:

November 2019

Introduction:

The Code of Conduct clarifies the standards of behaviour that are expected of staff at Dubbo West Public School Preschool in the performance of their duties. It gives guidance in areas where staff need to make personal and ethical decisions

Aims:

- The Code of Conduct gives guidance in areas where staff need to make personal and ethical decisions allowing everyone to have clear expectations of them while at work.

Procedures:

- Preschool staff will attend Code of Conduct department training at the beginning of each school year
- All preschool staff will comply with legislation, departmental policy, procedures and the Department's Code of Conduct, perform their duties effectively, provide impartial and accurate advice and act in a manner that promotes a productive and harmonious working environment
- Preschool staff will read
 - the Department of Education Code of Conduct
 - Code of Ethics and Conduct for NSW government sector employees
 - Early Childhood Australia's Code of Ethics
 - The **Early Childhood Code of Ethics** will be displayed in a prominent part of the preschool so that all staff, children and visitors can access the information.
- All preschool staff will follow the Code of Ethics at all times when interacting with children, families and each other.