

Churchill Park School



Respect, Dignity and Confidentiality policy

**‘All human beings are born free and equal in dignity and rights’.
Universal Declaration of Human Rights**

At Churchill Park school everyone can expect to be treated as a valued member of our school community

We maintain high standards of professional behaviour.

We maintain a culture which supports self esteem, trust and positive relationships.

The example we set will ensure our pupils and other adults have something to learn from and aspire to.

Respect means that we have a high regard for others and treat them with consideration. We treat others as we would wish to be treated or we would wish our own loved ones to be treated.

Respect for all:

- We listen to each other, we value the contribution of others
- We understand and value our differences
- We express our thanks and appreciation
- If we have concerns we raise them in a professional and discrete way, ensuring there is a positive outcome for the school
- We support each other to do the best we can, no matter what roles we have

Respect for pupils:

- We do not talk to each other as if pupils are not present
- We aim to talk in positive ways, without labelling and belittling
- Our pupils need the time to process information and express themselves.
- Personal preferences should be taken into account. All pupils should have the opportunity to make informed choices. They can participate in decision making processes about their progress and future plans
- We will take into account age and individual differences
- Pupils will learn about respectful relationships from PSHE, but more importantly from the example we set them
- We show empathy, not pity or sympathy
- When issues have been dealt with they are finished, pupils have fresh starts

Dignity means that everybody is valued for their own worth

Dignity for all:

- We aim to be fair to all
- Our personal feelings for others do not affect the professional way we treat them
- We are judged on our work, our contribution to the school

Dignity for pupils:

- Pupils have a right to privacy, especially when dealing with personal care
- Pupils are enabled to have as much independence and control as possible
- Let pupils know when something is going to happen to them, they are going to be moved, for example
- Nicknames need the agreement of the individual
- We understand that behaviours can be unacceptable, the person is not

Confidentiality means that all communication of sensitive information and opinion is discrete. Only a few need to know.

- If unsure, treat as confidential, only share with those who need it. Get further guidance from the senior leadership team
- Some areas of the school are very public, and not the right place for sensitive communication
- All pupil information should be stored carefully, only keep in a open place the things which can be shared, ensure access only for those who need it
- Our communication tools such as home school books are very valuable but take care to ensure what is written is clear and respectful
- Be sensitive when talking about work out of school, including on social networking sites

This policy applies to all who come into our community.

It is the duty of staff to act on breaches of this policy, either by speaking to the person concerned discretely or reporting it to a member of the leadership team