

PROFESSIONAL BOUNDARIES AND RELATIONSHIPS POLICY

1.0 POLICY STATEMENT

All employees are required to observe professional boundaries and to maintain positive professional relationships with:-

- Other colleagues and other professionals
- People who use our services and their families/carers

2.0 AIM OF THE POLICY

This policy is intended to set out the values, principles and policies underpinning this service's approach to professional boundaries and relationships. The policy sets out the actions that this service will undertake in order to meet the above Regulations and Standards.

3.0 POLICY

The relationships that members of staff develop with pupils and their families is of a professional nature and duties undertaken involve the service that has been assessed for and stated in their ECHP. Contracts for the provision of services enshrine clear and agreed ethical and professional standards. Services are delivered in response to assessed need and in accordance with care plans.

The families and carers of pupils depend upon the service to care, support and protect them from exploitation and abuse. Families and pupils are themselves vulnerable to ongoing concerns for pupils' present and future security and well-being and have the right to expect a professional service.

Inconsistent and inappropriate staff behaviour risks undermining pupils' motivation and understanding, and may contribute to their vulnerability.

3.1 ROLE OF STAFF

The role of all staff in school is professional, very specific and quite distinct from that of, for example a friend, family member, or advocate.

Each employee has a job description that describes the expectations that the school has of them in respect of their role and responsibilities.

Each employee receives support and supervision associated with their role, and have supervising managers from whom they can seek advice and guidance on the boundaries of that role.

Employees must therefore operate at all times within the context of the service aims, policies and operational guidelines for services and individual pupils, seeking advice and guidance from managers when uncertain or faced by conflicting priorities or opinions.

Managers must work with teams to raise and maintain awareness of professional roles, responsibilities, boundaries and their purpose.

Staff should seek advice and guidance from their managers if unclear of the appropriate way to respond to any circumstances relating to the content or implementation of this policy.

EMPLOYEES MUST NOT

- Give, receive or exchange gifts of money or goods to/from pupils, their families or carers.
- Sell, buy, exchange, lend to or borrow, goods or services from pupils, their families or carers.
- Engage in any form of uninvited, unplanned and unnecessary physical contact with pupils – being specifically careful to avoid introducing any ‘social touching’ because it is a natural part of their own family, social or cultural life.
- Give their own or other employees’ personal addresses, email contact details or telephone numbers to pupils, families or carers.
- Initiate, encourage or maintain contact with parents/carers beyond that required by their role.
- Invite to, accept invitations to or engage in social activities involving pupils, their families or carers unless required to do so as part of their work role and/or with the express permission of the service manager.
- Invite pupils, their families or carers to personal/family services.
- Visit personal, family homes of pupils, their families or carers unless required to do so as part of their work role and/or with the expressed permission of the Head teacher.
- Share their own or other employees’ personal information with pupils, families or carers.
- Carry on private or social business or activities while engaged in paid work for the service; for example, undertaking personal shopping when undertaking this task with or on behalf of a Head teacher.
- Make witness to or benefit from EPA’s, LPA’s, Wills and Legacies of pupils, their families and carers.
- Share information about pupils, their families or carers on social media.

4.0 TRAINING

All new staff should be asked to read this professional boundaries and relationships policy as part of their induction process.

All staff will be offered formal safeguarding training on an annual basis.

5.0 FURTHER INFORMATION

5.1 OTHER LEGISLATION

- Human Rights Act 1998
- Public Interest Disclosure Act 1998
- Mental Capacity Act 2005
- Mental Health Act 2007
- Health and Social Care Act 2008 (Regulated Activities) Regulations 2010
- KCSIE 2021

