



Staff Code of Practice

DO remember the purpose of the playscheme.

DO be polite and maintain a GSOH at all times.

DO treat everyone with respect and dignity at all times.

DO treat everyone equally – show no favouritism or antagonism.

DO use appropriate support and language at all times.

DO ensure that you are suitable dressed and wear your LUPS t-shirt and name badge at all times.

DO allow young people to express themselves.

DO maintain your role at all times and do not go beyond your role.

DO allow but do not prompt people to talk about concerns they may have.

DO report and record any concerns as soon as is possible.

DO not leave your child/ young person unattended at any time.

DO not make any personal, racist, sexual, sexist, discriminatory, or dismissive remarks or ones that could be construed as such.

DO not enter into 'horseplay' with young people or other members of staff.

DO not trivialise abuse or bad behaviour from anyone.

DO NOT let allegations, suspicions or concerns about another's welfare go unreported.

DO NOT rely on your good name to protect you.

If you have any concerns about someone's wellbeing or about what you should be doing, always ask a senior member of staff. You can always contact the DSL (Vicky Ashton)

Safeguarding Our Children and young people

LUPS is committed to providing a safe and welcoming environment for the children and young people in our care. The playscheme runs with a defined structure and processes. We seek to operate to best practice and continually strive to improve in all we do.

If you have any concerns about the care or wellbeing of any child or young person for any reason you should report your concern to the nearest Senior or one of the Management team. The DSL for LUPS is Vicky Ashton

Alternatively, you can call Hampshire Children's Services Public phone number: 0300 555 1384.

If you have a concern about a member of staff working with children or young people (in either a paid or voluntary capacity), contact the Local Area Designated Officer (LADO) on 01962 876364.