



Sexey's Hospital  
1638

# Staff and Visitors Code of Conduct

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## **Purpose of the Code of Conduct**

The purpose of this Code is to provide guidance to members of staff and the Visitors of Sexey's Hospital in order that all are aware of how they are expected to act in their roles as staff member and as Visitors.

## **The Code**

Each staff member and Visitor agrees to the following:

1. To act within the law and within Sexey's Hospital's constitution.
2. To abide by the policies and procedures of Sexey's Hospital.
3. To uphold the values of Sexey's Hospital.
4. To support and champion the objects and mission of Sexey's Hospital.
5. To avoid bringing Sexey's Hospital into disrepute.
6. To manage conflicts of interest effectively by declaring and resolving these.
7. To maintain confidentiality on sensitive and confidential information.
8. Not to make public comments about Sexey's Hospital without clearance from the Master or Chair of Trustees.
9. To work considerately and respectfully with all by respecting diversity, different roles and boundaries, and avoiding giving offence.
10. To behave in such a way as to avoid any unnecessary risk to the safety, health and welfare of others.
11. To help safeguard and protect people who come into contact with Sexey's Hospital.
12. To act honestly and not to commit fraud of any sort.

**Breaches of the Code**

Alleged breaches of the code should be reported to the Master, who will investigate the complaint or issue. The Master, on behalf of the Chairman of the Visitors will take reasonable steps to establish the facts and ensure that the person against whom the allegation has been made is given a fair opportunity to put their case in writing or in person. Where there is an alleged breach of the code the Chairman of the Trustees will be informed

A substantial breach of the code could lead to removal of a member of staff or Visitor.

**Declaration**

I have read and understood the Staff Code of Conduct

Name.....

Date.....

Signature.....