

# Five Acre Wood Staff Relationship Guidelines

Our Staff Relationship Guidelines (SRGS) are the scaffolding to achieve our values of respect, working together and positive attitude.

- ❖ We are a team
- ❖ Make people feel comfortable, welcome and included
- ❖ Treat yourself and others with dignity and respect
- ❖ Understand that asking for help is not a weakness
- ❖ Say what you mean in an appropriate way – moaning/negative comments bring people down
- ❖ Remember that we all share the same goals; pupils come first
- ❖ Take responsibility for your own thinking, feeling and behaviour – don't blame others for what you do, you always have a choice
- ❖ Be aware of what others do and respect everyone's individual role
- ❖ Communicate to resolve issues, rather than speaking to prove you are right; active listening is essential
- ❖ Respect confidentiality
- ❖ Look for solutions instead of problems
- ❖ Model positive behaviour to our pupils and students
- ❖ Recognise the value of trust

