



Christians and Sheffield Schools

connecting ● encouraging ● resourcing

ESTABLISHED 1985

Ministry Partner of
Scripture
Union

Guidelines for Working in Schools

Introduction

CaSS aims to help Christians serving schools to understand the parameters of the school environment, to help them operate with a clear code of conduct.

Principles

- People working in or serving schools are responsible for their own actions and behaviour.
- People should be careful to avoid any conduct which would lead any reasonable person to question motives/ intentions.
- People should work in an open and transparent manner.

Purpose

- To connect with the 95% of children or young people have no contact with a church.
- To serve/invest in the next generation.
- To help schools who are on the frontline with our children & young people, as they face all sorts of challenges.
- To do life with children & young people where they are.

Attitude

- Serving the needs and expectations of the schools, respecting its ethos with grace and integrity.
- Engaging with all pupils – irrespective of ethnicity, disability, political or religious persuasion, gender or sexuality.

Standards

- A high level of professionalism in following school procedures and meeting expectations including preparation, punctuality, speech and dress.

- Transparency and openness – being prepared to share lesson plans, aims and objectives for collective worship, curriculum for clubs etc. prior to delivery. Welcoming observers.
- Ensuring all materials/resources are fit for purpose, educationally appropriate, inviting and with a high level of technical accuracy (spelling & grammar).
- Seeking & receiving permission before handing out follow up/promotional material to pupils.

Evaluation/Development

- A commitment to improvement through seeking feedback from teachers and pupils as appropriate.
- Be prepared to learn from mistakes.

Safeguarding

Everyone working in schools should have received safeguarding training and be committed to:

- Protecting the safety and well-being of all pupils who they come into contact with
- Ensuring relevant DBS checks have been undertaken.
- Assessing risk and adapting accordingly – especially relevant to clubs/church visits.
- Abiding by and supporting the safeguarding policy of the school in which they are working.

Professional Conduct

- Be familiar with the policies, framework, practices and ethos of the school.
- Behave in a mature, respectful, fair, safe and considerate manner at all times.
- Dress appropriately.
- Wear any ID you are given by the school.
- Relationships with students should always be on a professional footing.
- Do not make arrangements to contact (email, text, social media) students outside school.
- Take advice promptly from school staff about any incident which gives rise for concern – a record should be kept and agreed upon.
- Know who to call if you are ill and cannot fulfil your commitments.
- Schools run to very strict timetable – know the timings and work within them.
- Prepare well – clear aims, assess risks, know your material
- Know and respect the rules of the school.
- Know where to get help or advice.
- Do not make a direct gospel challenge, recruit for a church activity or give out advertising material for an event without permission.

CaSS wishes to thank Scripture Union for their help in producing these guidelines.