**Praxis Care**

**CODE OF CONDUCT**

***Printed copies are for reference only. Please refer to electronic copy for most recent information.***

**Staff and Volunteers**

**The Code of Conduct contains a list of statements that describe the standards, practice and conduct required of all Praxis Care employees and volunteers on a day to day basis. This Code should be read in conjunction with the Employee Handbook and all relevant professional or regulatory codes of practice.**

The aim of this Code is to confirm the standards required by Praxis Care, and to ensure that, as a valuable employee, you know the standards of conduct which are expected of you by the organisation, your colleagues, service users and carers, and the public.

The statements in the Code are based on existing good practice and recognised codes of conduct within the health and social care professions, and have been developed in partnership with service users.

* Carry out all activities to assist Praxis Care achieve its mission of empowering adults and children to enjoy everyday living
* Carry out all activities in line with, and uphold the values of, Praxis Care
* Always promote the independence and individuality of the service user
* Always act in the best interests of the service user, and treat everyone with dignity and respect
* Communicate openly, honestly and candidly, whilst respecting confidentiality
* Work with colleagues in a manner which fosters positivity to ensure safe and compassionate support and care, and a healthy environment for staff and service users
* Act immediately and appropriately to prevent harm to anyone
* Act immediately and appropriately to raise concerns
* Carry out all activities in line with the policies and procedures of Praxis Care
* Keep clear and accurate records of all activities
* Be accountable for the quality of your work
* Be responsible for maintaining and developing your knowledge and skills