



Auntie's Cookery Academy

Code of Conduct

1. Introduction

At Auntie's Cookery Academy, we aim to create a warm, respectful, and inclusive space where everyone—whether learning, teaching, or supporting—can feel safe, valued, and encouraged to grow.

This Code of Conduct outlines the behaviours and attitudes we expect from everyone involved in our programmes. It helps us build a culture of mutual respect, accountability, and care.

2. Who this applies to

This Code applies to **everyone** connected with Auntie's Cookery Academy, including:

- learners and participants
- staff and volunteers
- trustees and visiting professionals
- guests, partners, and suppliers

Basically, if you're in the building or working with us—you're part of the community, and this applies to you.

3. Our shared values

We ask everyone to uphold these principles:

- **Respect** – Treat everyone with kindness, dignity and courtesy, regardless of background or role.
 - **Inclusivity** – We celebrate diversity and make space for all voices.
 - **Professionalism** – Be reliable, honest, and committed to creating a positive environment.
 - **Zero tolerance** – We do not accept discrimination, harassment, bullying, or any form of abusive behaviour.
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4. What we expect

We ask everyone at Auntie's to:

- Show kindness and empathy
 - Listen well and speak respectfully
 - Be mindful of how actions and words affect others
 - Keep the space safe and calm
 - Take responsibility for their behaviour
 - Speak up if something feels off or unsafe
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5. What's not acceptable

Some behaviours go against the heart of what we do here. These include:

- **Discrimination** – Treating someone unfairly based on race, gender, age, disability, sexual orientation, religion or any protected characteristic
 - **Harassment** – Repeated, unwanted behaviour that makes someone feel uncomfortable or unsafe
 - **Bullying** – Intimidating, belittling or excluding others
 - **Aggression** – Physical threats, shouting, or disruptive behaviour
 - **Retaliation** – Punishing someone for raising a concern or complaint
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6. If something happens

If you see or experience behaviour that doesn't sit right with you, we want you to feel safe to speak up. You can talk to **Emily-Jane Dale** in confidence. If the matter is regarding Emily-Jane then you should feel confident to speak to another member of the Leadership team (Belle Lawrence or Elizabeth Micklem)

We take all concerns seriously. We'll listen without judgement and act fairly and promptly.

7. If things go wrong

Where behaviour breaches this Code, we'll respond proportionately. That might involve a conversation, a formal warning, or—where necessary—ending someone's involvement with Auntie's Cookery Academy.

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Our approach will always aim to be restorative first, but we won't compromise safety or respect.

8. Keeping things current

We'll review this Code of Conduct annually, or sooner if needed, to make sure it reflects best practice and the needs of our community.

9. Final word

This Code is about the kind of place we're building together. Not just rules—but values we live by.

We're proud of the environment at Auntie's Cookery Academy. Thanks for helping us keep it kind, fair and respectful for everyone.

10. Policy Review

This policy will be reviewed **at least once every 12 months**, or sooner if:

- Relevant laws, regulations, or guidance change;
- A serious incident, complaint, or near miss occurs;
- Feedback from learners, staff, or partners suggests improvements; or
- Operational changes make an update necessary.

This includes review following incidents of misconduct, updates to legislation, or changes in organisational values or culture.

Signed: 

Printed Name: Emily-Jane Dale

Job Title: CEO and Chair

Date: 29th October 2025

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