



Code of Conduct

This Code of Conduct applies to all learners during the time they spend on their Apprenticeship or CIPD programme. DPG plc. promotes British Values, and these are embedded into the Code of Conduct. These are:

- Individual liberty
- Democracy
- Rule of law
- Mutual respect
- Tolerance of those with different faiths and beliefs.

All learners must adhere to the Code of Conduct;

- Respect others, regardless of ability, race, culture, gender, age or sexual orientation.
- Are considerate and respectful of host venues and training centres.
- Show respect for another learners' development.
- Adopt a positive attitude towards education and learning.
- Cooperate with other learners, trainers, host venue staff and the DPG plc. Team.
- Demonstrate a positive commitment to your own development and learning.
- Abide by DPG plc's Plagiarism Policy.
- Take due notice and care of your own health and safety and respect for others well-being.
- Make learning successful for everyone by behaving in a way that promotes a cooperative, positive and productive working environment.

Misconduct will not be tolerated at DPG plc. and could lead to the removal of learners from their programme. Any report of misconduct will result in an investigation by the DPG Team.

Misconduct includes but is not limited to;

- The distribution of inappropriate material (hard copy or electronically) that could cause offense to learners, venue staff and DPG plc. staff.
- The use of inappropriate language when communicating to fellow learners, facilitators or DPG plc. members of staff during face-to-face workshops, webinars, email communication and discussions via the DPG plc. Community.
- Any form of physical, emotional or verbal threat including abusive, offensive, aggressive language or behaviour to anyone.
- Possessing or accessing extremist materials, using extremist language or expressing extremist views.

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