



CODE OF CONDUCT FOR COUNCIL MEMBERS

- The primary consideration is that the school's values are in the best interests of students.
- A Council abides by all the relevant legislation and industrial agreements.
- A Council is accountable to both its local school community and the Director General or delegate¹.
- A Council encourages members to behave in a civil and respectful manner, avoiding discrimination, harassment and bullying.
- The underlying principles of a Council's code of conduct include the promotion of:
 - **respectful** partnerships;
 - clear and **honest** two-way communication;
 - **transparent** processes;
 - **democratic**, informed decision making; and
 - personal and professional **integrity**.
- Conflict between Council members is dealt with respectfully and fairly and in a manner that reflects the principles of natural justice.
- Council members declare any conflicts of interest when they arise. Council members who have declared a conflict of interest are not entitled to vote on that issue.
- Council members are expected to represent the school community. Members do not represent one viewpoint or the view of an individual. Council members therefore regularly seek the views and opinions of the whole school community, especially when policies are being developed.
- Council members respect the need for confidentiality and privacy with regard to sensitive matters that might arise at council meetings, especially where there are matters of a personal nature relating to staff, students or parents.
- The Council is not an appropriate forum for the discussion of individual school staff, students, parents or other members of the school community.
- A Council member who is approached by a parent with a concern relating to an individual is in a privileged position and is expected to treat such discussion with discretion, protecting the confidentiality and privacy of the people involved. If the issue relates to an operational matter of the school, the parent should be encouraged to speak with the principal or classroom teacher. If the issue relates to a school policy or procedure, it is put on the agenda and approached in a generic sense to protect the privacy of individuals involved.

¹ Where the school is not an independent public school, the Director General's delegate is the Regional Executive Director

- Any Council member who is approached by the Media for comment on a school-related matter is expected to refer the request to the principal, who will prepare a response.
- The Council “speaks as one voice” in the public arena once a decision has been made.
- Council members actively participate in sub-committees and meetings as the need arises.
- If members are unable to attend a meeting, they are requested to submit an apology before the meeting.