



## Ardross School Board Members Code of Conduct February 2016

- The primary considerations are that the school's values are in the best interests of students.
- The School Board is accountable to, and must report to, both its local school community and the Department of Education.
- The School Board will abide by all the relevant legislation and industrial agreements.
- The School Board will at all times behave in a civil and respectful manner.
- Discrimination on any grounds and in any form is prohibited.
- The underlying principles of the Ardross School Board 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 School Board members needs to be dealt with respectfully and fairly in a professional manner that openly reflects the Board's values as listed, and is in accordance with the principles of natural justice.
- Board members are expected to represent all sectors of the school community by actively seeking the views and opinions of the greater school community, especially where major policies are under consideration. At all times the opinions and expectations expressed by all stakeholders needs to be assessed with the core needs of the students.
- The School Board is not empowered to review, assess or recommend actions in relation to school staff, students, parents, or other members of the school community, but to ensure that the policies in place deal with these in a fair and equitable manner.
- A Board member who is approached by a parent with a concern relating to an individual is in a privileged position and must treat such discussion with discretion and professional integrity, 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 the classroom teacher. However, if the issue relates to a school policy or procedure, it should be tabled for discussion at the next School Board meeting, where it will be dealt with in a generic sense to protect the privacy of individuals involved.
- Board Members must respect the need for confidentiality and privacy with regard to sensitive matters that might arise at School Board meetings



- Board Members must observe the need for orderly Board meetings and that the Board needs to “speak as one voice” in the public arena. Individual Board Members views must not contradict the decision of the Board.
- Board Members must declare any conflict of interest immediately they become aware of it.
- Board Members will actively participate in sub-committees and meetings.
- If members are unable to attend a meeting, they are requested to submit an apology no later than 48 hours prior to the meeting to ensure that the Chair has adequate time to assess the impact and the need to–postpone if necessary.

We the undersigned have read and agree to uphold the Ardross Primary School Board Code of Conduct and hereby declare that we will do our utmost to uphold these principles.

Signatures of the Board

Date

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