

# CODE OF CONDUCT

School information | Details

School name

Phone number

Principal's name

I have read and understood this school board Code of Conduct. I agree to:

- > follow it in all ways
- > perform my school board role and meet my responsibilities
- > maintain board confidentiality and not disclose related school information
- > act professionally and with integrity.

Board member | Details

Signature

Name

Date

Chairperson | Details

Signature

Name

Date

Action | Place a copy of this signed agreement on the board file

# CODE OF CONDUCT

Promotes the highest standard of ethical behaviour for board members to follow at all times.

Activity	Conduct
Compliance	<ul style="list-style-type: none"> <li>&gt; Understand how the <i>Education Act 2004</i> applies to public education and school boards</li> <li>&gt; Follow the School Board Manual</li> <li>&gt; Declare and disclose any real or perceived conflict with the interests of the school or education system</li> </ul>
Decision-making	<ul style="list-style-type: none"> <li>&gt; Prepare for board meetings</li> <li>&gt; Use professional skills and personal experience when reviewing information</li> <li>&gt; Ask questions to:               <ul style="list-style-type: none"> <li>• clarify uncertainty</li> <li>• get more information</li> <li>• better understand an issue</li> </ul> </li> <li>&gt; Make objective, robust and defensible decisions that are fully supported by evidence</li> </ul>
Confidentiality	<ul style="list-style-type: none"> <li>&gt; Treat information you learn about the school through board membership as confidential at all times</li> <li>&gt; Use school and board information only for its stated purpose, unless the principal allows otherwise</li> <li>&gt; Do not take or make copies of board documents in any form without the principal's permission</li> </ul>
Student and school achievement data	<ul style="list-style-type: none"> <li>&gt; Do not use student achievement data (collected to support teaching and learning practices and improve outcomes) to:               <ul style="list-style-type: none"> <li>• compare individual students</li> <li>• judge teacher performance</li> <li>• compare individual teachers</li> </ul> </li> <li>&gt; Do not disclose any board discussions about student achievement and school performance</li> </ul>

Activity	Conduct
Ethics and integrity	<ul style="list-style-type: none"> <li>&gt; Behave professionally and appropriately at all times</li> <li>&gt; Act ethically, honestly, with integrity and:               <ul style="list-style-type: none"> <li>• in good faith</li> <li>• in the best interests of the school and its students</li> </ul> </li> <li>&gt; Use care and diligence and do not:               <ul style="list-style-type: none"> <li>• use information you learn as a board member improperly</li> <li>• take advantage of being a board member</li> </ul> </li> <li>&gt; Act as a representative of the school, in a way that will not discredit the school or its community</li> </ul>
Dignity, rights and views of others	<ul style="list-style-type: none"> <li>&gt; Treat board colleagues and the school's staff, students and community fairly, sensitively, consistently and with respect</li> <li>&gt; Listen to others and be tolerant of their views, even if they differ from yours</li> </ul>

For advice	<ul style="list-style-type: none"> <li>&gt; phone 6207 6846</li> <li>&gt; email <a href="mailto:EDUSchoolBoards@act.gov.au">EDUSchoolBoards@act.gov.au</a>.</li> </ul>
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