Code of Conduct

|  |  |
| --- | --- |
| School information | Details |
| School name |  |
| Phone number |  |
| Principal’s name |  |

I have read and understood the 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 | * Understand how the *Education Act 2004* applies to public education and school boards * Follow the School Board Handbooks * Declare and disclose any real or perceived conflict with the interests of the school or education system |
| Decision-making | * Prepare for board meetings * Use professional skills and personal experience when reviewing information * Ask questions to: * clarify uncertainty * get more information * better understand an issue * Make objective, robust and defensible decisions that are fully supported by evidence |
| Confidentiality | * Treat information you learn about the school through board membership as confidential at all times * Use school and board information only for its stated purpose, unless the principal allows otherwise * Do not take or make copies of board documents in any form without the principal’s permission |
| Student and school achievement data | * Do not use student achievement data (collected to support teaching and learning practices and improve outcomes) to: * compare individual students * judge teacher performance * compare individual teachers * Do not disclose any board discussions about student achievement and school performance |
| Ethics and integrity | * Behave professionally and appropriately at all times * Act ethically, honestly, with integrity and: * in good faith * in the best interests of the school and its students * Use care and diligence and do not: * use information you learn as a board member improperly * take advantage of being a board member * Act as a representative of the school, in a way that will not discredit the school or its community |
| Dignity, rights and views of others | * Treat board colleagues and the school’s staff, students and community fairly, sensitively, consistently and with respect * Listen to others and be tolerant of their views, even if they differ from yours |
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| --- | --- |
| For advice | * phone 6207 6846 * email EDUSchoolBoards@act.gov.au. |

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