



# Rapids LANDING

## PRIMARY SCHOOL

### Code of Conduct for School Board Members

#### Rapids Landing Primary School Board

***Board Members of Rapids Landing Primary School abide by the protocols expected in this code of conduct.***

- The primary considerations are that Rapids Landing Primary School's values are in the best interests of students.
- Our Board will abide by all the relevant legislation and industrial agreements.
- Our Board is accountable to both its local school community and the Director General.
- Our Board will at all times behave in a civil and respectful manner, avoiding discrimination, harassment and bullying. The underlying principles of the School Board Code of Conduct include the promotion of:
  - **respectful** partnerships;
  - clear and **honest** two-way communication;
  - **democratic**, informed decision making; and
  - **transparent** processes;
  - personal and professional **integrity**.

Conflict between School Board members is to be dealt with respectfully and fairly and in a manner that reflects the principles of natural justice.

- Board members declare any conflicts of interest when they arise. Board members who have declared a conflict are not entitled to vote on that issue.
- Our Board members are expected to represent the school community. Members do not represent one viewpoint or the view of an individual or for example, political or religious affiliations. School Board members will therefore regularly seek the views and opinions of the whole school community, especially when policies are being developed.
- Our Board members recognise the Board operates at a strategic, not an operational, level.

- Board members should respect the need for confidentiality and privacy with regard to sensitive matters that might arise at School Board meetings, especially where there are matters of a personal nature relating to staff, students, parents or carers. The School Board is not an appropriate forum for the discussion of individual school staff, students, parents, carers or other members of the school community.
- A Board member who is approached by a parent/carer 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/carer 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 be approached in a generic sense to protect the privacy of individuals involved.
- Our Board needs to “speak as one voice” in the public arena once a decision has been made.
- 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 before the meeting.
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*There is no requirement for Board members who are also current members of Parliament or local government or are planning to nominate as candidates for an election to resign from the Board. However, it may be appropriate for these Board members not to attend Board meetings in the period leading up to the election if the Board or the member considers there is a real or perceived conflict of interest.*

***As a member of the Rapids Landing Primary School Board, I will abide by the protocols expected in this code of conduct***

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_