



**Grovelands**  
Primary School

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*An Independent Public School*

**SCHOOL BOARD MEMBERS CODE OF CONDUCT**

**ENGAGE**

**EXPERIENCE**

**EMPOWER**

**GROVELANDS PRIMARY SCHOOL  
CODE OF CONDUCT FOR SCHOOL BOARD MEMBERS**

- The primary considerations are that the school's values are in the best interests of students.
- The Grovelands Primary School Board is accountable to, and must report to, both its local school community and the Department of Education.
- The Grovelands Primary School Board will abide by all the relevant legislation and industrial agreements.
- The Grovelands Primary School Board will at all times behave in a civil and respectful manner.
- Discrimination, harassment and bullying is prohibited.
- The underlying principles of the Grovelands Primary 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 Grovelands Primary School Board members needs to be dealt with respectfully and fairly and in a manner that reflects the principles of natural justice.
- All Grovelands Primary School Board members are expected to represent all sectors of the school community.
- Grovelands Primary School Board members do not represent one viewpoint or the view of an individual. School Board members will therefore regularly seek the views and opinions of the whole school community, especially when policies are being developed.

- The Grovelands Primary School Board is not an appropriate forum for the discussion of individual school staff, students, parents or other members of the school community.
- A Grovelands Primary School 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, 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. However, if the issue relates to a school policy or procedure, it should be put on the agenda 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.
- Grovelands Primary School Board members should respect the need for confidentiality and privacy with regard to sensitive matters that might arise at Board meetings, especially where there are matters of a personal nature relating to staff, students or parents.
- Grovelands Primary School Board members should observe the need for orderly meetings and that the school Board needs to “speak as one voice” in the public arena once a decision has been made.
- Grovelands Primary School Board members must declare any conflicts of interest when they arise. School Board members that have declared a conflict of interest are not entitled to vote on that issue.
- Grovelands Primary School Board members will 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.

**ENDORSED:**

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**CHAIRPERSON  
GROVELANDS PRIMARY SCHOOL BOARD**

**DATE:**