



Mernda Primary School 0488

SCHOOL COUNCILLORS CODE OF CONDUCT

PURPOSE

School Council at Mernda Primary School is comprised of members from a wide cross-section of the community who each bring individual skills, knowledge and strengths to the decision-making process.

Our primary and over-riding role is for the total development of the students at this school. We value the ideals of access and success in the educational process for all students.

GUIDELINES

School council members agree to observe the following principles:

The primary considerations in making decisions are the school's values and what is in the best interests of students.

School council is accountable to and must report to, both its local school community and the Department of Education and Training (DET).

School councillors will abide by all legal requirements, regulations, DET policies and guidelines. School councillors will at all times behave in a civil and respectful manner.

The underlying principles of the school council code of conduct include the promotion of:

- **Respectful** partnerships
- Clear and **honest** two-way communication
- **Transparent** processes
- **Democratic**, informed decision-making
- Personal and professional **integrity**.

Councillors respect the rights of the other members to hold and express views which differ from their own.

Councillors allow other members the opportunity to speak without interjection or interruption on issues before the Council.

Councillors believe in the value of constructive criticism and at all times refrain from ridicule or personal attack on any member of the school community.

Councillors actively support and are seen to support the implantation of all Council decisions.

Councillors do not discuss outside the meeting any personal views expressed by members during the debate on an issue before Council, or discuss the voting patterns where majority decisions are reached.

Councillors maintain confidentiality on issues, when this is asked for by the Chairperson.

Councillors recognise the commitment required on their behalf to share the burden of duty and to provide the time necessary to continuously improve the effectiveness of their performance.

All councillors are expected to represent all members of the school community. Members are not there to represent just one viewpoint, or the view of an individual.

School council is not an appropriate forum for the discussion of individual school staff, students, parents, or other individual members of the school community.

A council 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.

Councillors should respect the need for confidentiality and privacy with regard to sensitive matters that might arise at school council meetings especially where there are matters of a personal nature relating to staff, students or parents.

Councillors should observe the need for orderly council meetings and that council needs to “speak as one voice” in the public arena, once a decision has been made.

Councillors must declare any conflict of interest when it arises.

This policy was last ratified by School Council on....	23 rd March 2016
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