

## **G2. School Board Code of Conduct Policy**

### **Outcome statement**

The School Board will act in an ethical and respectful manner reflecting the special character values of the School.

### **Scoping**

Every member of the School Board will abide by the Code of Conduct. School Board business will be conducted in an ethical and respectful manner, in accordance with legislation and School Board policy.

### **Expectations and limitations**

As members of an effective governance team, each member of the School Board shall:

- ensure the needs of all students and their achievement is paramount
- be loyal to the school and its mission
- maintain and understand the values and goals of the school
- protect the special character of the school
- publicly represent the school in a positive manner
- respect the integrity of the Principal and staff
- observe the confidentiality of non-public information acquired in their role as a School Board member and not disclose to any other persons such information that might be harmful to the school
- be diligent and attend School Board meetings prepared for full and appropriate participation in decision making
- ensure that individual School Board member do not act independently of the School Board's decisions
- speak with one voice through School Board policies and ensure that any disagreements with the School Board's stance are resolved within the School Board
- in the course of School Board meetings, disclose any interests in a transaction or decision where they, their family and/or partner, employer or close associate will receive a benefit or gain and leave the meeting for the duration of discussion and/or voting in relation to the matter

- recognise the lack of authority in any individual trustee or committee/working party of the School Board in any interaction with the Principal or staff
- recognise that only the Chair (working within the School Board's agreed Chair role description or delegation) or a delegate working under written delegation can speak for the School Board
- continually self-monitor their individual performance as trustees against policies and any other current School Board evaluation tools
- be available to undertake appropriate professional development.

## Procedures/supporting documentation

- Proprietors handbook for NZ Adventist School Board of Trustees
- School Governance Policies
- School Deed of Integration Agreement

## Monitoring

- Each meeting has a scheduled item on the agenda for review of School Board processes and conduct.
- An annual appraisal of the School Board's activities (including plans, actions, and conduct) is undertaken.

## Legislative compliance

- [Education Act 1989](#)

## Implementation

1. Implementation and review of the School Board Code of Conduct Policy is the responsibility of the Chair
2. All School Board members will be introduced to this policy as part of their induction to the School Board
3. The School Board Code of Conduct Policy will be reviewed every three years or earlier as necessary

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Reviewed: 16 March 2022

Next review: 31 March 2024

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