Code of Conduct

Scottville State School P&C Association

Year: 2013

This Code of Conduct has been adopted to aid all members of our school community to work as a cohesive group in partnership with the school.

A harmonious working environment is essential to the effective conduct of our school’s volunteer contribution and job satisfaction. To this end, we have agreed to the following:

• Compliance with the Department’s Code of Conduct.

• Personal privacy is of paramount concern to all. Information gathered or obtained as a result of our roles as volunteers in our school community must be considered confidential and passed onto the relevant school authority with the permission of the person disclosing the information, except in circumstances where there is a threat of harm.

• Courtesy and respect is to be observed by all. Treating people with dignity, honesty, courtesy and fairness at all times is essential.

• Discussion is healthy; personal attacks are destructive and to be avoided.

• Constructive criticism is healthy and always welcomed, while discrimination on racial, ethnic or religious grounds is forbidden, as is any form of sexual discrimination and/or harassment.

Confidentiality:

If, in the course of our interaction with the school community, we are exposed to information that is of a sensitive nature or information that is clearly confidential, I shall not repeat this information outside the school context. If I am concerned about an issue I will bring it to the attention of the school administration team.

We do have separate functions but we strive to work as a team.

Signed: ____________________________ Date: ______________

Print name: ____________________________