

Bellbrae Primary School Code of Conduct

This Committee Member Code of Conduct (Code) has been endorsed by the Bellbrae Primary School (BPS.) Parents and Friends and applies to every member who chooses to participate in the Committee, Subcommittee, Working Group. We must adhere to this Code
We will:

Work for the Net Benefit of the Bellbrae Primary School	
Uphold the consensus process	We will uphold the principles of our consensus-based process through openness, transparency, balance and respect for each member.
Respect others in meetings	We will attend meetings prepared. We commit to meeting etiquette and the rules of engagement by: <ul style="list-style-type: none"> • turning mobile to silent • being on time; Advising secretary of attendance/non attendance <ul style="list-style-type: none"> • respecting others and their opinions by allowing one person to speak at a time; • following an agreed agenda; • accepting group decisions and not returning to closed agenda items' unless new, relevant subject matter emerges.
Participate Actively	We will agree to our roles and responsibilities and actively participate in projects where agreed.
Declare all relevant interests	We will behave in a transparent manner by declaring all relevant interests. We will manage or remove potential, perceived or actual conflicts of interest.
Escalate and resolve issues	We will identify and escalate issues and disputes in a timely manner to ensure rapid resolution. We will uphold the agreed escalation and dispute resolution processes.
We will promote a culture of fair and ethical behaviour.	

Created OCTOBER 2014
Endorsed