



# Code of Conduct for Catholic State Integrated School Board Members

Issued by the Minister of Education under section 166 of the Education and Training Act 2020 with the minimum standards expanded on by NZCEO to apply to members of Catholic school boards.

## Acting to achieve our objectives.

The purpose of all school boards is to govern the school. As board members, we share the common objectives, as outlined in section 127 of the Education and Training Act 2020, including ensuring the school gives effect to Te Tiriti o Waitangi. **As Catholic school boards we also have the common objective of ensuring the school safeguards and strengthens its Catholic special character.** These objectives are not achieved alone, but in partnership with parent/caregivers, whānau, iwi, hapū, communities, and students/ākonga.

We act and behave in a manner that demonstrates and promotes these common objectives.

1. I actively support and uphold the Catholic special character of the school	I work to safeguard and strengthen the Catholic special character of the school by committing to the principles, ethos, and delivery of authentic Catholic education.
2. I act with integrity	I act in an ethical and just manner with high standards of professional and personal integrity, including being honest, open, transparent, and trustworthy.
3. I am culturally responsive and fair	I do not act or advocate in a way that discriminates against, or act in a way that unjustifiably favours, individuals, groups, identities, or interests.
4. I actively promote a safe school environment	I speak up when I see unethical behaviour. I treat all concerns raised seriously. I encourage an open culture where all staff, communities and students feel safe speaking up.
5. I am respectful of my fellow board members and act consistently with the Catholic special character of my school	I follow the board's policies and procedures. I work with my fellow board members in a respectful way, even when we disagree. I act consistently with the expectations and Gospel values of the school's Catholic special character.
6. I respect the process of collective decision-making	I recognise that only a member authorised by the board to do so can speak on behalf of the board. I do not act independently of the board's decisions.

<b>7. I treat school staff, student and members of the school community with respect and dignity</b>	I treat the principal, staff, students, and school volunteers, and members of the school community with courtesy and respect, <b>honouring the human dignity of each person.</b>
<b>8. I take responsibility for ongoing development in my role</b>	I make myself available to undertake appropriate professional development <b>and formation</b> , including a focus on Te Tiriti o Waitangi, <b>Catholic special character</b> , and governance.
<b>9. I engage with our community in sensitive and appropriate ways</b>	I work with my fellow board members to authentically engage and <b>build relationships</b> with all people in our school community, including whānau, local Māori communities, iwi and hapū, <b>parish/es</b> , fairly, impartially, promptly, and sensitively to help inform the decisions we make. <b>I am committed to serving all members of our school, co-operating in building our Catholic educational community.</b>
<b>10. I speak up for all students</b>	I put students' wellbeing, progress, <b>faith development</b> , and achievement first and foremost, unaffected by my personal beliefs or interests.
<b>11. I come prepared</b>	I come to board meetings prepared to fully participate in decision making.
<b>12. I use my position responsibly</b>	I maintain confidentiality when I receive non-public information gained in the course of my duties and use it only for its intended purpose. I publicly represent the school in a positive manner and do not publicly disclose information that may be harmful to the school. I do not pursue my own interests at the expense of the school or the community's interests.
<b>13. I do not seek gifts or favours</b>	I follow our board policy procedures in relation to any offers of gifts or hospitality. I never seek gifts, hospitality or favours for myself, members of my family or other close associates.
<b>14. I am politically impartial in my role as a board member</b>	I do not endorse or campaign for a political party or candidate in my capacity as a school board member.
<b>15. I meet statutory and administrative guidelines</b>	I act in accordance with all statutory, <b>including Schedule 6, Education and Training Act 2020</b> , and administrative requirements relevant to the role of the school board (including as an employer) and will seek guidance and support if and where required.
<b>16. I identify and manage conflicts of interest</b>	I identify, disclose, manage, and regularly review all interests. I become familiar with, and follow, all conflicts of interest requirements, including those of the board, the school, and all statutory requirements.
<b>17. I support the authority and leadership of our Catholic Bishop and our proprietor</b>	<b>I support the authority, decisions, and leadership of our Catholic Bishop, our proprietor and those persons delegated by the Bishop and/or proprietor who work to sustain and develop Catholic education.</b>