

G.2 Trustee code of conduct policy

Rationale

The board will act in an ethical and respectful manner

Purpose

The purpose of the board 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. These objectives are not achieved alone, but in partnership with parents/caregivers, whānau, iwi, hapū, communities and students/ākongā.

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

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

1. Act with integrity. Act with high standards of professional and personal integrity, including being honest, open, transparent and trustworthy
2. Be culturally responsive and fair. Not act or advocate in a way that discriminates against, not act in a way that unjustifiably favours, particular individuals, groups, identities or interests
3. Actively promote a safe school environment. Speak up when they see unethical behaviour. Treat all concerns raised seriously. Encourage an open culture where all staff, communities and students feel safe speaking up.
4. Be respectful of fellow board members and act consistently with the designated or special character of the school. Follow the board's policies and procedures. Work with fellow board members in a respectful way, even when we disagree. If a board member of a designated character or state-integrated school, will act consistently with the school's character. Act consistently with Te Aho Matua where the school is a Kura Kaupapa Māori Te Aho Matua.
5. Respect the process of decision-making. Recognise that only a member authorised by the board to do so may speak on behalf of the board. Not act independently of the board's decision.
6. Treat school staff, students and members of the school community with respect. Treat the Principal, staff, students and school volunteers and members of the school community with courtesy and respect.

7. Take responsibility for ongoing development in my role. Make myself available to undertake appropriate professional development, including a focus on Te Tiriti o Waitangi and good governance.
8. Engage with our community in sensitive and appropriate ways. Work with fellow board members to authentically engage with all people in our school community, local whānau, local Mori communities, iwi and hapū, fairly, impartially, promptly and sensitively to help inform the decisions the board makes.
9. Speak up for all students. Put students' wellbeing, progress and achievement first and foremost, unaffected by my personal beliefs or interests.
10. Come prepared. Come to board meetings prepared to fully participate in decision-making.
11. Use the position responsibly. Maintain confidentiality when non-public information is received in the course of duty and only used for its intended purposes. Publicly represent the school in a positive manner and not publicly disclose information that may be harmful to the school. Not pursue their own interests at the expense of the school or community's interests.
12. Not seek gifts or favours. Follow the board policy procedures in relation to any offers of gifts, hospitality or favours for board members, members of their families or other close associates.
13. Be politically impartial in the role as a board member. Not endorse or campaign for a political party or candidate in their capacity as a school board member.
14. Meet statutory and administrative requirements. Act in accordance with all statutory 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.
15. Identify and manage conflicts of interest. Identify, disclose, manage and regularly review all interests. Become familiar with and follow all conflicts of interest requirements, including those of the board, school and all statutory requirements.

Related procedures/supporting documentation

PHS Trustees Code of Behaviour form

PHS Trustees Register

Education and Training Act 2020

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| Reviewed: Term 3, 2023 | Next review: Term 1, 2026 |
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Signed:  Date: 27/7/23.
Designation: Chair, Board of Trustees