



Gunnedah High School

PARENTS AND CITIZENS ASSOCIATION

Code of Conduct Policy

1. Introduction

Welcome to the Gunnedah Parent and Citizens Association (P&C). Our goal is to foster a supportive and collaborative environment that enhances the educational experience for all students and members of our school community. This Code of Conduct outlines the standards and expectations for behaviour within the P&C. The Code of Conduct applies to all financial members, volunteers and employees ('members') of Gunnedah High School Parents & Citizens Association ('P&C Association') while undertaking any role or activity related to the Gunnedah High School P&C Association.

2. Purpose

The purpose of this Code of Conduct is to:

- Promote a positive, respectful, and inclusive environment.
- Ensure all members understand their roles and responsibilities.
- Provide a framework for addressing concerns and resolving conflicts.

3. Core Values

We are committed to:

- Respect: Treating all individuals with dignity and valuing their contributions.
- Integrity: Acting honestly and ethically in all dealings.
- Collaboration: Working together effectively to achieve common goals.
- Inclusivity: Embracing diversity and ensuring everyone feels welcome and valued.
- Accountability: Taking responsibility for our actions and decisions.

4. Expected Behaviour

All members are expected to:

- Communicate Respectfully: Engage in constructive dialogue, listen actively, and address disagreements calmly and respectfully.
- Honor Commitments: Follow through on agreed responsibilities and commitments. If unable to meet obligations, notify relevant parties in advance.
- Maintain Confidentiality: Respect the privacy of individuals and handle sensitive information with discretion.
- Support a Positive Environment: Foster a welcoming and supportive atmosphere by encouraging participation and recognizing others' contributions.
- Abide by Policies: Follow all P&C and school policies, including those related to safety, discrimination, and harassment.



EMAIL: gunnedahspandc@gmail.com



Gunnedah High School

PARENTS AND CITIZENS ASSOCIATION

5. Prohibited Behaviour

The following behaviours are not acceptable:

- Disrespectful Communication: Engaging in derogatory, threatening, or harassing language or behaviour.
- Conflict of Interest: Using one's position for personal gain or to unfairly advantage or disadvantage others.
- Disruption: Interfering with meetings, events, or the orderly functioning of the P&C.
- Violation of Confidentiality: Disclosing private or sensitive information without consent.
- Discrimination and Harassment: Any form of discrimination, harassment, or exclusion based on race, gender, religion, disability, sexual orientation, or other protected characteristics.

6. Addressing Concerns

If you have a concern or complaint about a P&C member's behaviour:

- Step 1: Attempt to resolve the issue directly with the individual involved, if possible.
- Step 2: If the issue is not resolved, submit a written complaint to the P&C Officers (President, Vice-Presidents, Secretary, Treasurer).
- Step 3: The Officers will review the complaint, conduct any necessary investigations, and determine appropriate action.

7. Disciplinary Actions

Violations of this Code of Conduct may result in:

- Verbal Warning: For minor or first-time offenses.
- Written Warning: For repeated or serious offenses.
- Use of Chair's Rights: Withdrawal of speaking rights at meetings.
- Escalation to School: For severe violations relating to the safety of others, breaches of this code may be passed on to the school for escalation.
- Escalation to External Party or Body: The Officers reserve the right to escalate breaches of this code to external parties including police, Office of the Children's Guardian, NSW Department of Education, the tribunals, mediators, dispute resolution services etc.

8. Review and Amendments

This Code of Conduct will be reviewed regularly and may be amended as necessary. Changes will be brought to members at a meeting for their consideration and approval.



EMAIL: gunnedahspandc@gmail.com



Gunnedah High School

PARENTS AND CITIZENS ASSOCIATION

9. Acknowledgment

By participating in the Gunnedah High School P&C Association, all members acknowledge that they have read, understood, and agree to abide by this Code of Conduct.

As adopted by the Gunnedah High School P&C Association General Meeting, 26th November 2024.



EMAIL: gunnedahspandc@gmail.com