Australian Guild of Education Pty Ltd

PRV12114 | CRICOS code 04168K

MEETINGS - CODE OF CONDUCT



1. Respectful Communication

 All participants should engage in respectful and constructive communication, listening actively, and allowing others to express their views without interruption.

2. Confidentiality

 AGE Board Member, Committee Member, Staff and Student Representative discussions and decisions are to be kept confidential, respecting the privacy of individuals and the integrity of sensitive information.

3. Commitment to Inclusivity

 Every AGE Board Member, Committee Member, Staff Member and elected Students Representative Member should strive to create an inclusive environment where diverse perspectives are valued, and all members feel comfortable sharing their ideas.

4. Transparency and Honesty

• AGE Board Members, Committee Members, Staff and Student members are expected to be transparent and honest in their communications, sharing relevant information openly and truthfully.

5. Focus on the Mission

 Discussions and decisions should always be aligned with the organisation's mission and values, ensuring that the board or committee's work contributes positively to its strategic goals.

6. Constructive Feedback

• Feedback should be given and received constructively, focusing on the issue at hand rather than personal attributes, with the goal of improving outcomes.

7. Punctuality and Preparedness

 AGE Board Members, Committee Members, Staff and Students Representatives are expected to be punctual and well-prepared for meetings, having reviewed materials in advance and ready to contribute meaningfully.

8. Supportive Collaboration

 Members of Boards and Committees should collaborate in a supportive manner, offering assistance to fellow board members and working together to achieve common objectives.

9. Conflict Resolution

 Any conflicts or disagreements should be addressed promptly and respectfully, with an emphasis on finding solutions that are in the best interest of the organisation.

10. Encouragement of Participation



 All AGE Board Members, Committee Members, Staff and Student Representatives should be encouraged to participate actively in discussions, with a focus on fostering an environment where every voice is heard.

11. Ethical Decision-Making

 Decisions should be made ethically and taking into account the vision and values of the AGE, considering the impact on all stakeholders and prioritising the long-term health and sustainability of the organisation.

12. Accountability

 AGE Board Members, Committee Members, Staff and Students Representatives are accountable for their actions and decisions, taking responsibility for their contributions to the board's work and the organisation's success.