

**HAVELOCK SCHOOL BOARD OF TRUSTEES - MARLBOROUGH**  
**Staff Code of Conduct ~ 3.90**

**TEACHING/SUPPORT STAFF**

Teaching and Support Staff members in carrying out their duties will;

- 1 ensure that the needs of children and their learning are paramount
  - 2 demonstrate a commitment to the belief that each student is entitled to an education which challenges him/her to achieve personal standards of excellence and to reach full potential
  - 3 abide by any statutory obligations
  - 4 be loyal to the charter so that their activities will reflect the spirit and the objectives of the charter
  - 5 demonstrate a commitment to the belief that each student is of equal value and is entitled to an education which respects each student's dignity, rights and individuality
  - 6 respect the integrity of staff, the principal, trustees, parents and students
  - 7 demonstrate a commitment to continuing personal and professional growth and development
  - 8 work co-operatively with staff and the principal
  - 9 freely divulge all information on a student to any person with legal rights to the information who requests it
  - 10 respect confidentiality by keeping information on students from people who have no right to it
  - 11 have an understanding and commitment to the elimination of sexism and racism both with respect to equal educational opportunities and equal employment opportunities
  - 12 exercise responsibility in a way that fulfils the intent of te Tiriti o Waitangi by valuing NZ's dual cultural heritage
- NB See also the EduCANZ [Our Code, Our Standards \(July 2017\)](#)

---

Please complete, sign and date the form below having read the *Code of Conduct ~ 3.90* above.

If you have any queries about the code, you are encouraged to discuss them with either the Principal or Board Chair. Employees should return this to the Principal.

**Acknowledgement of Responsibilities under the Code**

I have read and understand my responsibilities under the Code as an employee, a copy of which I have been advised to retain for reference.

Name: .....

Role in the school: .....

Signature: .....

Date: .....

**Acknowledgement that Code Received and Read**

I have read the Code, have some queries about it and wish to discuss them with the Principal/Board Chair.

Name: .....

Role in the school: .....

Signature: .....

Date: .....