



Kin Kora State School P & C Association Code of Conduct for Parents and Volunteers

**For all Volunteers including Parents and Citizens Association Members,
Committee Members and Parent Representatives**

This Code of Conduct has been adopted to aid all members of our school community to work as a well-ordered group that promotes interest and facilitates development to further improve Kin Kora State School.

A harmonious working environment is essential to the effective conduct of our school's volunteer contribution and job satisfaction. To this end, we have agreed to the following:

- Personal privacy is of paramount concern to all. Information gathered or obtained as a result of our roles as volunteers in our school community is to be **ONLY** passed onto the relevant school authority **WITH** the permission of the person disclosing the information
- Courtesy and respect is to be observed by all
- Discussion is healthy and all discussion which may include constructive criticism is expected to be professional and cordial in nature.
- Discrimination on racial, ethnic or religious grounds and any form of sexual discrimination and or harassment is forbidden by law.
- All cash handling must comply with the P & C Constitution and P & C Accounting Manual as provided by Education Queensland.

We do have separate functions but we all strive to work as a team.

