

## Montessori Aotearoa New Zealand (MANZ) Council Code of Conduct Policy | Kaupapa here o MANZ mo te tikanga whakahaere

To ensure MANZ Council members are aware of their responsibilities to demonstrate ethical and professional conduct.

MANZ Council members | Ngā mema o te kaunihera:

1. must understand and support the Mission, Vision and Strategic Aims of MANZ.
2. must be loyal to the interests of the MANZ membership, and must identify and/or avoid situations where there is a conflict of interest. Conflicts of interest should be raised at the start of, and minuted at, each Council meeting.
3. recognise that only the President | Tumuaki or Chief Executive | Kaiwhakahaere matua can act as official spokespersons for MANZ and that they are not authorised to speak on behalf of MANZ unless approved to do so by the Kaiwhakahaere matua or Tumuaki.
4. are responsible for ensuring member schools understand when they are presenting a personal rather than organisational view.
5. are expected to use discretion and good sense in use of confidential issues and knowledge concerning MANZ, other Montessori organisations, and individuals.
6. should observe the confidentiality of information acquired in their roles as MANZ Council and not disclose to any other persons such information that might be harmful to the association.
7. behaviour with the public, membership and staff, and with each other, should be conducted using fair play, good ethics and straightforward communication.
8. are expected to fully participate and voice their opinions at Council meetings but once a decision is made, the Council will speak as one voice.
9. will publicly represent MANZ in a positive manner and direct any complaints/concerns to the MANZ Kaiwhakahaere matua or Tumuaki.
10. will respect the boundaries between governance and management.
11. the Tumuaki will actively ensure that all Council members have the opportunity to voice their point of view on governance issues.