

U3A Southern Gold Coast Inc. Code of Conduct

Background

A Code of Conduct defines the standards of behaviour expected of members of an organisation. These standards are based on courtesy, consideration of the feelings of others, tolerance, ethical considerations and legal compliance.

Purpose

This Code of Conduct has been written to ensure that all members of U3A Southern Gold Coast Inc. understand and abide by the high standards of conduct expected of them when involved in U3A activities or when acting as representatives of U3A Southern Gold Coast Inc.

Standards of Expected Behaviour

All members of U3A Southern Gold Coast Inc. are expected to:

- Act with honesty and integrity, showing respect and courtesy to others and in all situations
- Show respect and fairness to other members and the association in person and in all communications including publications and online
- Avoid discriminatory behaviour in relation to ethnicity, culture, gender, sexuality, religion, age, impairment or disability
- Avoid behaviour that is inappropriate, disruptive, intimidating, risky or which breaches the rights of others to participate in or enjoy U3A events or activities
- Comply with all Australian laws and the legislative requirements of the association
- Comply with any lawful and reasonable direction given by a person with authority to direct
- Take proper care of facilities and equipment owned or occupied by U3A Southern Gold Coast Inc.
- Abide by the U3A Southern Gold Coast Inc. constitution and all policies and procedures
- Ensure confidentiality of personal and/or membership information
- Act as good citizens at all times, being thoughtful and helpful towards other members
- Consider the safety of themselves and others
- Uphold the values and good reputation of U3A Southern Gold Coast Inc.
- Undergo a police check, at association expense, if working one to one or on committee

Maintaining the Standards

Before members act, they should consider whether their actions are legal, ethical, safe, positive towards others, consistent with their own values and those of U3A Southern Gold Coast Inc., and consistent with the way that they would expect someone else to act towards them.

Breaches

A breach of the Code of Conduct will be subject to the process set out in the Complaints Management Procedure.