



# CSPA Charter

## FEBRUARY 2018

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### **Catholic School Parents Australia**

Catholic School Parents Australia is recognised as the national body representing and advocating for the parents\* of over 766,000 children and young people who attend the 1737 Catholic schools across Australia. CSPA works in collaboration and consultation with the National Catholic Education Commission and is recognised by the Australian Catholic Bishops Conference through the Bishops Commission for Catholic Education.

\**Parent* includes natural, adopted or foster parents, guardians or care givers of young people attending Catholic Schools. (CSPA Constitution)

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**Preamble:** Catholic School Parents Australia (CSPA) believes that all children have the right to a quality education, allowing each child the opportunity to reach his or her potential. CSPA is committed to the belief that all children can learn and that school and family collaboration is essential to successful academic and developmental growth. Given this commitment, CSPA supports a variety of education and related support services that benefit the learning of all children.

This Charter applies to CSPA Councillors, CSPA employees and CSPA representatives at all meetings, official CSPA visits and events where an individual represents the CSPA.

## **CSPA Values**

The guiding principles of CSPA are expressed in clause 3.2 of the constitution.

We believe in and are committed to Gospel values. These underpin our operations, relationships and communication strategies.

We honour the values of respect, honesty, justice, compassion, mercy, hospitality, inclusiveness and community.

## **Conduct**

### **Councillors and CSPA Representatives will**

#### *Personal behaviour*

- act ethically and with integrity
- act according to the legislative requirements, policies and ethical codes that apply
- make decisions fairly, impartially and promptly, considering all available information, legislation, policies and procedures
- treat colleagues with respect, courtesy, honesty and fairness, and have proper regard for their interests, rights, safety and welfare
- take responsibility for contributing in a constructive and positive way to enhance good governance and the reputation of the CSPA.

#### *Communication and official information*

- not disclose official information or documents acquired through CSPA work, other than as required by law or where proper authorisation is given
- refer any media queries in accordance with CSPA protocols and procedures
- not misuse official information for the use of another organisations or for personal or commercial gain
- respect the confidentiality and privacy of all information as it pertains to individuals and the CSPA.

#### *Fraudulent and corrupt behaviour*

- not engage in fraud or corruption
- report any fraudulent or corrupt behaviour to the CSPA Executive and/or relevant authorities.

#### *Conflicts of interest (real, potential or perceived)*

- A conflict of interest is defined in the CSPA *Policy: Conflict of Interest*. Upon appointment, each CSPA Officer will make a full, written disclosure of interests, such as relationships, and

positions held, that could potentially result in a conflict of interest; the written disclosure will be kept on file and will be updated as appropriate by the councillor or the CSPA representative

- ensure personal or financial or employment or professional interests do not conflict with ability to perform official duties in an impartial manner
- in the course of meetings or activities, Councillors and CSPA representatives will disclose any interests or personal gain in a transaction or decision where there may be a conflict between the CSPAs best interests and the Councillor's and CSPA representative's best interests or a conflict between the best interests of two organisations that the Councillor and CSPA representative is involved with
- manage and declare any conflict between personal, professional and public duty; to taking responsibility for reporting improper conduct or misconduct which has been, or may be occurring; report the details to the relevant people or agency.

*Contraventions of this Charter will be, where appropriate, considered by the Chair and/or Executive.*

*Reference must be made to CSPA policies dealing with conflict of interest and conflicts and grievances.*