

DANCESPORT AUSTRALIA

Director Code of Conduct

1. Purpose of Code of Conduct

The purpose of this *Code of Conduct* is to outline the type of behaviour that DanceSport Australia (DSA) requires from its Directors and set out clear principles and guidelines for the ethical and professional conduct of Directors in effectively carrying out their responsibilities.

The Directors of DSA (the Directors) have responsibility for ensuring that DSA:

- Fulfils its purpose and functions
- Operates within the limits of its powers and functions.

The Directors must ensure appropriate arrangements are in place to meet the entity's legal and policy obligations.

2. Who does this Code of Conduct apply to?

This *Code of Conduct* applies to all Directors whenever they are acting in their capacity as a DSA Director.

3. Our Values

Directors are critical cultural leaders of DSA and have a responsibility to role-model our values at all times. Our values are:

1. Integrity: Acting with honesty and adhering to strong moral principles.
2. Innovation: Constantly seeking new ideas and creative solutions.
3. Teamwork: Collaborating effectively to achieve common goals.
4. Excellence: Striving for the highest quality in all aspects of work.
5. Respect: Treating all individuals with dignity and consideration.
6. Accountability: Taking responsibility for actions and outcomes.
7. Diversity and Inclusion: Embracing and celebrating differences.
8. Sustainability: Considering long-term environmental and social impact.
9. Continuous Learning: Encouraging personal and professional growth.
10. Transparency: Maintaining open and clear communication.

4. General Principles

Directors must:

1. Act honestly and in good faith in the interests of DSA as a whole.
2. Ensure that DSA fulfils its purpose and functions.
3. Ensure that DSA operates within the limits of its powers and functions.

4. Exercise the degree of care, skill and diligence that a reasonable person in a like position would exercise in DSA's circumstances.
5. Exercise powers granted to them honestly and for the purposes for which they were conferred and not for ulterior purposes.
6. Avoid any actual or potential conflict between the obligations owed to DSA and a Director's personal interest or other duties.
7. Not disclose any information that is obtained through their position that is confidential.
8. Disclose advantages or business opportunities acquired in the course of their office.
9. Prevent insolvent trading by DSA.
10. Be independent in judgment and actions and take all reasonable steps to be satisfied as to the soundness of all decisions taken by the Directors.
11. Be well prepared for Director's meetings.
12. Make reasonable enquiries at Directors meetings to ensure that DSA is operating efficiently, effectively and legally towards achieving DSA's goals.
13. Undertake diligent analysis of all proposals and matters placed before the Directors.
14. Acknowledge and embrace decisions of the Directors when communicating with third parties, irrespective of their own personal views
15. Treat colleagues, members and employees of DSA with respect, courtesy, honesty and fairness, having proper regard to their interests, opinions, rights, safety and welfare.
16. Show respect for the opinions of other Directors and allow each Director a fair and reasonable opportunity to contribute to discussion and decision making.
17. Not engage in conduct that would likely bring discredit upon DSA or bring the Director or DSA into disrepute or would constitute conduct unbecoming of a Director of DSA.
18. Not abuse, harass, bully, intimidate, discriminate, threaten or victimise other Directors, colleagues, members and/or employees of DSA.
19. Comply with the content and themes of section 5 of this *Code of Conduct* regarding child safety.
20. Promote and encourage diversity, equality and inclusiveness in decision making and throughout DSA.
21. At all times exemplify the DSA values and actively conduct themselves in a manner consistent with the critical statutory, cultural and leadership role of a Director of DSA.
22. Comply with the spirit as well as the letter of the law and the principles in this *Code of Conduct*.
23. All Directors should demonstrate accountability by:
 - Working to clear objectives in a transparent manner.
 - Accepting responsibility for their decisions and actions.
 - Seeking to achieve best use of resources.
 - Submitting themselves to appropriate scrutiny.

5. Child Safety

DSA is a child-safe organisation and has zero tolerance for child abuse. DSA adheres to applicable child safety standards and legislation. Directors must be aware of their responsibilities outlined in DSA's child safety and safeguarding documents and be clear about processes for reporting and acting on concerns or reports of child abuse.

Directors will respect, listen to and promote the rights of children and ensure behaviour and interactions with children are appropriate, respectful and adhere to the behavioural expectations outlined in DSA's child safety and safeguarding documents.

6. Breach of the Code of Conduct

A breach of this code may affect the ability of the director to undertake duties as a Director of DSA.

A breach of this Code may be considered serious misconduct and require formal investigation and further action being taken.

In some situations, a breach of this code may result in detriment to DSA, and the Director may be liable for their actions under civil and criminal laws.

If a Director suspects that a breach of the *Code of Conduct* has occurred or will occur, he or she must report that breach to the CEO and the Risk Management Commission. In some circumstances, such a disclosure may qualify for protection in accordance with the Whistleblower Policy. All reports will be acted upon and kept confidential.

With the exception of conduct that is prohibited under the *National Integrity Framework* (which shall be dealt with in accordance with the *National Integrity Framework*), the DSA Conduct and Disciplinary Policy applies to any breach under this *Code of Conduct*.

7. Review

This Code will be reviewed by the Board every two years, or earlier as required.

8. Director Declaration

- I have read and understand the *DSA Directors Code of Conduct*.
- I acknowledge that I must ensure that any personal interests or roles do not influence or interfere with the proper performance of my duties in the best interests of DSA.
- I agree that I have an ongoing obligation to comply with the *DSA Directors Code of Conduct*.

Name (please print clearly):	
Signature:	Date: