

AUCS Inc Board – Governance policy 1.10

Confidentiality

In carrying out their Responsibilities and Duties (see Governance Policies 1.1 and 1.6), Board members must protect and keep confidential all information obtained by reason of their position as a Board member, unless the express or implied permission of the Board is given to disclose such information or when required by law. This applies to all Board members during and after their service as a Board member.

Decisions of the Board, as recorded in the confirmed Minutes of meetings, are not confidential unless expressly determined by the Board to be confidential.

The following information is confidential, unless expressly determined by the Board not to be confidential:

- Information about individual staff members, children and families of the Centre
- Information about discussions and deliberations on business issues and decisions by the Directors and/or the Board. [Confidentiality forms the basis of trust and encourages an open and honest forum for discussion. Board members have a right to freely express their views without fear of being named outside the Board meeting as taking a particular position.]
- Board agendas and meeting papers (excluding confirmed Minutes).

Board members may not use confidential information for their own personal benefit or to benefit persons or entities outside AUCS Inc.

Board members may not make statements to the media in the name of AUCS Inc unless approved by the Board and/or the Chair.

Approved by the AUCS Board on 28 June 2010