

Code of Editorial Conduct

The Bugle was established in 2014 as a community newspaper for residents of the Kiama LGA. It is both a celebration of the people and places of our area, and a channel for public interest journalism.

We take our role as a journal of record for our community seriously, and have developed these policies to hold ourselves accountable as a reliable news source.

Reputation for integrity

Our articles will be honestly reported, and not be influenced by advertising considerations.

Reporting in *The Bugle* will aim for accuracy, fairness and disclosure of all the essential facts, and show a respect for personal privacy.

Our behaviour will comply with the highest ethical standards for journalists.

Accuracy and clarity

We will check and double check our facts, to ensure accuracy. If relevant aspects are unknown, we will highlight them. We will attribute facts to their source. Anonymous sources will be used with discretion.

Specialist terms (eg. planning proposal) will be explained in context, so that the wider community can understand the meaning or impact of the matter being reported.

We will refer back to earlier reporting on the matter, or give readers the opportunity to consult more information by providing links (eg. full reports on Council's website).

Any mistakes that are brought to our attention will be rectified through a clarification in a later edition.

Fairness and balance

We will obtain material for our articles in a fair manner, by identifying ourselves and our intent to report.

We will disclose to readers any conflicts of interest that could be seen to affect our reporting on any issues.

We will strive for balanced reporting by seeing information from various sources to obtain a full picture of an issue.

When appropriate, we will provide a fair opportunity for reply.

Privacy

We will respect personal privacy in our reporting.

We will not disclose contact information to other parties.

We will be respectful in times of personal tragedy.

Complaint handling

We welcome feedback about our stories and any complaints received will be dealt with promptly. If it is obvious we have made a mistake it will be corrected or clarified in our next issue. The nature of how this will be done will reflect the nature of the mistake.

If a person/organisation feels they have been misrepresented, we will discuss with them the best way to go forward to clarify their position.

As specified by the NSW Ombudsman, we will record the complaint and its supporting information, and file it with our records.

If we are unable to come to a mutually acceptable solution, we will inform the complainant of their ability to refer their complaint to the Australian Press Council, through our membership of the NSW Country Press Association. Go to: www.presscouncil.org.au/complaints/

The Council is the principal body with responsibility for responding to complaints about Australian newspapers, magazines and associated digital outlets, such as websites. Most complaints result in a correction, apology or some other form of action being taken. Where the complaint cannot be resolved without a formal adjudication, the publisher is required to publish the Council's adjudication promptly and with due prominence.

PLEASE CONTACT THE EDITOR AND PUBLISHER, CATHY LAW, IF YOU HAVE AN ISSUE TO DISCUSS.
0412 415 101 OR VIA emailthebugle@gmail.com