



## Governing Body Expectations / Code of Conduct

**Last reviewed: March 2023**

The Governing Body has adopted the following principles and procedures:

### **Commitment**

We accept that being a Governor involves the commitment of significant amounts of time and energy and we agree to:

- be active and involved members of the Governing Body, attend regularly, and share responsibilities, including service on Committees or working groups
- get to know the School well and respond to opportunities to involve ourselves in School activities
- attend training and take responsibility for our own learning and development as a Governor
- prepare for meetings by reading paperwork beforehand

### **Confidentiality**

We recognise the need to observe complete confidentiality when required to do so by the Governing Body, especially regarding matters concerning individual staff or students and we will:

- not divulge information about members of staff or pupils inappropriately.
- exercise great care if a discussion of a potentially contentious issue of the School arises outside the Governing Body
- declare an interest if an item under discussion at any full or Committee meeting of Governors impinges upon our personal, family or financial situation

### **Conduct**

We agree to work as a member of the team at all times and be loyal to collective decisions; we will:

- encourage the open expression of views at meetings, but accept collective responsibility for all decisions made by the Governing Body or its delegated agents. This means we will not speak out *against* majority decisions in public, or in private, outside the Governing Body
- only seek to act on behalf of the Governing Body when we have been specifically authorised to do so
- follow the procedures established by the Governing Body, when making or responding to criticism or complaints affecting the School
- follow the Code of Practice for visits established by the Governing Body and agreed with the Headteacher when making visits to School
- always be mindful of our responsibility to maintain and develop the ethos and reputation of our School
- seek to develop effective working relationships with the Headteacher, staff and parents, and other relevant agencies and the community

## **Communication**

- As Governors we owe a duty of mutual trust and confidence to our School, and to each other, which may be breached if unsuitable material is contained in any communication or correspondence, including all types of electronic communication, personal blogs, websites and social networking sites
- We will gain the agreement of the Chairman and Headteacher prior to posting any content (written, vocal or visual) to the internet which identifies us as members of the Governing Body or before speaking to the media.

## **General**

- We are responsible for determining, monitoring and keeping under review the board policies, plans and procedures of the School
- We recognise that the Head Teacher is responsible for the implementation of policy, day-to-day management of the School and the implementation of the curriculum
- We accept that all Governors have equal status, and, although appointed by different groups, our overriding concern will be the welfare of the School as a whole
- We have no legal authority to act individually and except when the Governing Body has given us delegate authority to do so
- We have a duty to act fairly and without prejudice and in so far as we have responsibility for staff, we will fulfil all that is expected of a good employer
- We will encourage open government and will act appropriately
- We will consider carefully how our decisions may affect pupils and other schools

## **Conflicts of Interest**

- We will record any pecuniary business or other interest in the Register of Interest
- We will publish the details required by statutory guidance on the constitution of Governing Bodies on our website
- If any conflict arises in a meeting we will offer to withdraw while the matter is considered
- We will declare any conflict of loyalty at the start of a meeting or at any time during a meeting should one arise
- We will act in the best interest of the School as a whole and not as a representative of any particular group

## **Breach of This Code of Conduct**

- If we believe this code has been breached by a fellow Governor, we will raise the issue with the Chair to investigate. The Governing Body will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in constructive ways
- Should we believe that the Chair has breached this code, we will raised the issue with the Vice-Chair to investigate