



Code of Conduct for Governors/Directors

**ADOPTION AND AMENDMENTS TO CODE OF CONDUCT FOR
GOVERNORS/DIRECTORS**

Section	Board of Directors Meeting or Committee
Whole Document	Board - 15/12/2016
Whole Document	Board – 27/09/2018
Whole Document	Board – 17/09/2020
Whole Document	Board – 12/10/2022

Code of Conduct for School Governors/Directors

This code sets out the expectations on, and commitment required, from school governors/directors in order for the local governing bodies/board of directors and their respective committees to properly carry out their work within the school and the community.

As individuals we agree to the following:

Roles & Responsibilities

- We accept that we have no legal authority to act individually, except when we have been given specific delegated authority to do so.
- We accept collective responsibility for all decisions made by the board/local governing body or its delegated agents. This means that we will not speak against majority decisions outside of a meeting.
- We understand our 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 governance and will act appropriately.
- We will consider carefully how our decisions may affect our communities and other schools.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of each school. Our actions will reflect this.
- In making or responding to criticism or complaints affecting a school, we will follow established procedures.
- We will support and challenge at both LGB and Board level.

Commitment

- We acknowledge that accepting office involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively, and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend all meetings and, where we cannot attend, explain in advance why we are unable to do so.
- We will get to know each school well and respond to opportunities to involve ourselves in school activities.
- We will consider seriously our individual and collective needs for training and development, and will undertake relevant training.
- We accept that, in the interests of open governance, our names, terms of office, roles on the governing body, category of governor and the body responsible for appointing us will be published on a school's/Trust's website.

Relationships

- We will strive to work as a team in which constructive working relationships are actively promoted.
- We will express views openly, courteously and respectfully in all our communications with others.
- We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We will be prepared to answer queries from others in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- We will seek to develop effective working relationships with the headteacher, staff and parents, the local authority and other relevant agencies of each community.

Confidentiality

- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside of school
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside of a designated meeting and will be mindful of not allowing school/trust business to overlap with any external interests we may hold/have.
- We will not reveal the confidential details of any vote.

Conflicts of interest

- We will record any pecuniary or other business interest (including those related to people we are connected with) in the Register of Business Interests and, if any such conflicted matter arises in a meeting, we will offer to leave the meeting for the appropriate length of time. We accept that the Register of Business Interests will be published on a school's/Trust's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
- We will act in the best interests of the Trust/each school and not as a representative of any group.
- We will ensure that school/trust processes are followed at all times and will not endeavour to 'fast-track' issues brought to our attention without the issues being progressed through the appropriate channels.

Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; suspension/removal will only be used as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- Should it be the chair that we believe has breached this code, another governor, such as the vice chair will investigate.

The Seven Principles of Public Life

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

We are aware of the importance of the following:

Selflessness - Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership - Holders of public office should promote and support these principles by leadership and example.

Adopted by the Board of Directors on 12th October 2022