



# **LONGBENTON** HIGH SCHOOL

## **Code of Conduct for Governors**

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<b>RESPONSIBILITY:</b>	Headteacher
<b>IMPACT ASSESSMENT:</b>	Yes
<b>GOVERNING COMMITTEE:</b>	Staffing Sub-Committee
<b>REVIEWED:</b>	September 2018
<b>RATIFIED:</b>	
<b>WEBSITE:</b>	No

This code sets out the expectations and commitment required from school governors in order for the Governing Body to properly carry out its work within the school and the community.

**The Governing Body has the following core strategic functions:**

Establishing the strategic direction, by:

- Setting the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing the headteacher
- Monitoring progress towards targets
- Performance managing the headteacher
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

**Individuals on the Governing Body agree to the following:**

**Role & Responsibilities**

- Understand the purpose of the Governing Body and the role of the headteacher.
- Accept that governors have no legal authority to act individually, except when the Governing Body has given delegated authority to do so, and therefore will only speak on behalf of the Governing Body when specifically authorised to do so.
- Accept collective responsibility for all decisions made by the Governing Body. This means not speaking against majority decisions outside the Governing Body meeting.
- Have a duty to act fairly and without prejudice, and in so far as having responsibility for staff, to fulfil all that is expected of a good employer.
- Encourage open governance and act appropriately.
- Consider carefully how decisions may affect the community and other schools.
- Always be mindful of the responsibility to maintain and develop the ethos and reputation of our school. Actions within the school and the local community will reflect this.

- In making, or responding to, criticism or complaints, follow the procedures established by the governing body.
- Actively support and challenge the headteacher.

### **Commitment**

- Acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
- Be actively involved in the work of the Governing Body, and accept a fair share of responsibilities, including service on committees or working groups.
- Make full efforts to attend all meetings.
- Get to know the school well and respond to opportunities to be involved in school activities.
- Visit the school, with all visits arranged in advance with the headteacher and undertaken within the framework established by the governing body.
- Consider seriously individual and collective needs for induction, training and development, and undertake relevant training.
- Accept that in the interests of open government, full names, date of appointment, terms of office, roles on the Governing Body, attendance records, relevant business and pecuniary interests, category of governor will be published on the school's website.
- In the interests of transparency, accept that information relating to governors will be collected and logged on the DfE's national database of governors (Edubase).

### **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).

**Selflessness** - Holders of public office should act solely in terms of the public interest.

**Integrity** - Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

**Objectivity** - Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**Accountability** - Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

**Openness** - Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**Honesty** - Holders of public office should be truthful.

**Leadership** - Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

### **Relationships**

- Strive to work as a team in which constructive working relationships are actively promoted.
- Express views openly, courteously and respectfully in all communications with other governors and the clerk to the Governing Body.
- Support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- Be prepared to answer queries from other governors in relation to delegated functions and take into account any concerns expressed, and acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- Seek to develop effective working relationships with the headteacher, staff and parents, the trust, the local authority and other relevant agencies and the community.

### **Confidentiality**

- Observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside school.
- Exercise the greatest prudence at all times when discussions regarding school business arise outside a governing body meeting.
- Do not reveal the details of any Governing Body vote.

### **Conflicts of interest**

- Record any pecuniary or other business interest (including those related to people governors are connected with) that governors have in connection with the Governing Body's business 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. Accept that the Register of Business Interests will be published on the school website.
- Declare any conflict of loyalty at the start of any meeting should the situation arise.

- Act in the best interests of the school as a whole and not as a representative of any group.

**Breach of this code of conduct**

- If governors believe this code has been breached, they will raise this issue with the chair and the chair will investigate; the governing body will only use suspension/ removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- If governors believe the chair has breached this code, another Governing Body member, such as the vice chair will investigate.

This policy has been assessed in terms of Equality Impact.