**Mayfield School**

**Governors’ Code of Conduct**

**This code sets out the expectations on and commitment required from Mayfield School Governors in order for the governing board to properly carry out its work within the school and the community.**

**This code applies to all levels of school governance.**

**The Governing Board has the following core functions:**

* Ensuring clarity of vision, ethos and strategic direction;
* Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; and
* Overseeing the financial performance of the school and making sure it money is well spent.

**As individuals on the board we agree to the following:**

**Role and Responsibilities**

* We understand the purpose of the board and the role of the Headteacher.
* We accept that we have no legal authority to act individually, except when the board has given us delegated authority to do so, and therefore we will only speak on behalf of the governing board when we have been specifically authorised to do so.
* We accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will not speak against majority decisions outside the governing board meetings.
* 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 the community and other schools.
* We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school. Our actions within the school and the local community will reflect this.
* In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing board.
* We will actively support and challenge the Headteacher.

**Commitment**

* We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
* We will each involve ourselves actively in the work of the governing board, and accept our fair share of responsibilities, including service on committees or working groups.
* We will attend meetings where required and if unable to attend, provide an explanation in advance.
* We will get to know the school well and respond to opportunities to involve ourselves in school activities.
* We will visit the school outside of governor meetings, some of which can be unannounced.
* We will consider seriously our individual and collective needs for training and development and will undertake relevant training.

**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 other governors.
* We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
* We are prepared to answer queries from other governors in relation to delegated functions and take into account any concerns expressed, and we acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
* We seek to develop effective working relationships with the Headteacher, staff and parents, the diocesan schools commission, the local authority and other relevant agencies and the community**.**

**Confidentiality**

* We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside and outside of school.
* We will exercise the greatest prudence at all times when discussions regarding school business arise outside of a governing board meeting.
* We will not reveal the details of any governing board vote.

**Conflicts of Interest**

* We will record any pecuniary or other business interest (including those relating to people we are connected with) that we have in connection with the governing board’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.
* 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 school as a whole and not as a representative of any group, even if elected to the governing board.

**Breach of this code of conduct**

* If we believe that this code has been breached, we will raise the issue with the chair and the chair will investigate; the governing board will only use suspension/removal 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.

**Seven Principles of Public Life**

**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 demands.

**Honesty** – Holders of public office have a duty to declare any private interests relating to their public duties and 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 Governing Board of MayfieldSchool**

**Signed ……………………………………………………………………Chair of Governors**

**Date……………………………………………………………………………**