



Governing Board Code of Conduct

The Blessed Sacrament Catholic

Primary School

2020/21

The Blessed Sacrament Catholic Primary School whose mission is to provide the children and adults within our community with a loving, stimulating and supportive/welcoming environment where they can feel safe, secure and valued as individuals within a bigger team.

We seek to live out the values of Jesus Christ. We promote these values in our words and deeds, and Catholic doctrine and practice therefore permeate every aspect of the school's activity. We provide a Catholic curriculum, which is broad and balanced, recognising that every pupil is unique and is created in the image of God (Gen 1:27).

Our mission statement is at the heart of our school, 'Feeding Hearts and Minds'

The Governing Board accepts responsibility for the policies and procedures of the School and for ensuring that they are regularly reviewed in accordance with its strategic role. The Governing Board recognises that the Headteacher has responsibility for the internal organisation, day-to-day management and control of the school and its staff and commits to working in partnership to develop and improve the School through carrying out its four core functions as follows:

- 1) Ensuring clarity of vision, ethos and strategic direction, by**
 - Setting and ensuring clarity of vision, values, and objectives for the school
 - Agreeing the school improvement strategy with priorities and targets
 - Meeting statutory duties

- 2) Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff. Accountability is ensured through:**
 - Appointing the headteacher
 - Monitoring the educational performance of the school/s and progress towards agreed targets
 - Performance managing the headteacher
 - Engaging with stakeholders
 - Contributing to school self-evaluation

- 3) Overseeing the financial performance of the school and making sure its money is well spent, by**
 - Setting the budget
 - Monitoring spending against the budget
 - Ensuring money is well spent and value for money is obtained
 - Ensuring risks to the organisation are managed

- 4) Monitoring and developing the Christian character of the school.**

Whilst also ensuring that other key players with a stake in the organisation get their voices heard by:

 - Gathering the views of pupils, parents and staff and reporting on the results.
 - Reaching out to the school's wider community and inviting them to play their part.
 - Using the views of stakeholders to shape the school's culture and the underpinning strategy, policies and procedures.

Governors of this School will:

- (a) attend meetings regularly and punctually and read all relevant papers before the meeting and notify the clerk in advance of any reasons for non-attendance;
- (b) work together as a team and build constructive working relationships;
- (c) accept a fair share of the workload through being an active member of at least one committee;
- (d) be polite and courteous to each other and to school staff and the school community;
- (e) respect the professional knowledge and experience of the Headteacher and teaching staff;
- (f) make contributions to meetings through the Chair and be aware that all governors should have the opportunity to contribute;
- (g) accept collective responsibility for the decisions made by the Governing Board and its committees and not speak out against decisions in public, or private, outside the Governing Board;
- (h) speak or act on behalf of the Governing Board only where they have been specifically authorised to do so by the Governing Board;
- (i) not discuss any confidential items outside the Governing Board;
- (j) declare any pecuniary, or other interest, in the Governing Board's business and leave the meeting while that business is conducted and not vote;
- (k) endeavour to understand how the school works by visiting the school in accordance with the governors' visits policy;
- (l) undertake training on a regular basis in order to improve our knowledge and skills and gain an understanding of the nature of Church of England schools;
- (m) act in the best interests of the School at all times and always be mindful of our responsibility to maintain and develop the School's Christian ethos.

The Governing Board will:

- (a) seek to develop effective working relationships with the Headteacher, staff, parents, local community, local church and Diocesan Board of Education and LA
- (b) ensure that the School is conducted in accordance with its Catholic Ethos;
- (c) welcome new governors, ensure that they have an opportunity to meet with the Headteacher and Chair of governors and have access to induction training; seek out opportunities to praise staff and celebrate the School's achievements;
- (d) in carrying out any responsibilities in relation to the employment of staff, act fairly and without prejudice;
- (e) take an interest in the welfare of all staff and pupils;
- (f) seek appropriate advice, where necessary, before taking action;
- (g) consider carefully how its decisions may affect other local schools and/or the community;
- (h) take its own development and training needs seriously;
- (i) ensure that all governors are treated equally and encouraged to contribute;
- (j) conduct its business efficiently and in accordance with the relevant regulations and statutory, or other, guidance and any standing orders determined by the Governing Board;
- (k) act, at all times, in accordance with the Nolan principles for standards in public life i.e. with selflessness, integrity, objectivity, accountability, openness, honesty and leadership (see appendix).

Key Performance Indicators

- We commit to spending time to digest the reports prior to each meeting, so that our time can be best spent together supporting and challenging the Leadership Team as a critical friend, and coming prepared with questions
- We commit to every member of board attending some training in the course of the academic year. Ideally 2 courses, that complement the Link Roles. Each course will be followed up with a Training Report – to be sent to the Chair and the Headteacher within 7 days of the visit
- We commit to visiting the school at least twice per academic year, to meet with the Faculty Head/Subject Leads / staff member relevant to our Link Roles. Each visit will be followed up with a Visit Report – to be sent to the Chair and the Headteacher within 7 days of the visit
- We commit to attending at least 80% of the meetings where possible during the course of the year. Where you are unable to attend, Apologies are mandatory

Ceasing to be a Governor

We understand that the requirements relating to confidentiality will continue to apply after a governor/trustee/academy committee member leaves office

Conflicts of interest

- We will record any pecuniary or other business interest (including those related 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 accept that the Register of Business Interests will be published on the School 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 School as a whole and not as a representative of any group, even if elected to the Governing Board.

Breach of this Code

If we believe this code has been breached, we will raise this 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 Governing Board member, such as the Vice Chair will investigate.

This Statement was agreed by the Governing Body of The Blessed Sacrament Catholic Primary School on 25th March 2021. All governors will be given a copy of this Statement on appointment to the Governing Board.

It will be reviewed in September 2023

Appendix

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)

- 1 **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 benefits for themselves, their family or their friends.
- 2 **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.
- 3 **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.
- 4 **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.
- 5 **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 it.
- 6 **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.
- 7 **Leadership:** Holders of public office should promote and support these principles by leadership and example.