



Governors' Code of Conduct September 2024

Purpose

This code is based on the model code of conduct provided by the National Governance Association (NGA). It sets out the expectations on, and commitment required from school governors, in order for the Local Governing Board (LGB) to properly carry out its work and achieve the Trust's aims through the delegated responsibility, as set out in the Scheme of Delegation.

Individual Governors on the Local Governing Board agree to the following:

1. Role and Responsibilities:

- We recognise that we are appointed/elected as governors with the approval of The Learning Partnership Trust Board, to which we are accountable.
- We accept that we act as ambassadors to the school and the trust, publicly support the trusts aims, values and ethos.
- We accept that our role is strategic and so will focus on our core function rather than involve ourselves in day to day management.
- We accept that the LGB's core functions will be determined by the Trust Board through the scheme of delegation.
- We agree to adhere to the school/trust policies and procedures as set out by the relevant governing documents and law.
- We will work collectively for the benefit of the school/s and consider how our decisions may affect the school/s and local community.
- We will stand by the decisions that we make as a collective, understanding that all governors carry equal responsibility for decisions made. This means that we will not speak against decisions made by Trustees or LGB outside an LGB meeting.
- We accept that no governor can act on his/her own without proper authority from the Board of Trustees or LGB.
- When making or responding to complaints we will follow the established procedures.
- We will respect the role of the headteacher and other staff and their responsibility for the day to day management of the school and implementation of the curriculum and avoid any actions that might undermine them.
- We will act as role models and exhibit professional behaviours when engaging with members of the school community, including presenting ourselves in appropriate professional attire and using appropriate, respectful language and communication.

2. Commitment:

- We acknowledge that our role as local governor involves the commitment of significant time and will accept our fair share of responsibilities including acting as link governors or serving on working parties or occasional committees.
- We will make every effort to attend all meetings and where we cannot attend, explain in advance why we are unable to.
- We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol and act at all times in a courteous manner.

- We will get to know the school well and will respond to opportunities to involve ourselves in school activities.
- We will visit the school only when arranged in advance with the relevant staff and observe school protocol.
- When visiting the school in a personal capacity (ie as a parent/carer) we will continue to observe the commitments made in this code.
- We will consider our individual and collective skills and knowledge and undertake training and development on an ongoing basis.
- We will express our view openly, courteously and respectfully in all our communications with other trustees, governors, staff and pupils.

3. Build and Maintain relationships:

- We will observe complete confidentiality both inside and outside of school when matters are deemed confidential or where they concern individual staff, students or families.
- We will not reveal the details of any governing board vote.
- We will express our view openly, courteously and respectfully in all our communications with other trustees, governors, staff and clerk to LGB.
- Where possible, we will respond to other governors/trustees/staff and clerk in a timely manner.
- We will ensure that if any confidential papers are printed, they will be held and disposed of appropriately. Papers will be held on governor hub and should not be stored on personal computers.
- We will maintain confidentiality even after we leave office.

4. Conflicts of interest and transparency:

- We will declare any business, personal or other interest that we have in connection with the trust's or a school's business and these will be recorded in the register of business interests.
- We will also declare any conflict of pecuniary or personal interest at the start of the meeting should the need arise.
- If a conflict matter arises in a meeting, we will offer to leave the meeting for the duration of the discussion and any subsequent vote.
- We accept that the register of business interests will be published on the school website. Also detailed on the website will be full names, date of appointment, terms of office, attendance records.
- We accept that information relating to governors will be collected and recorded on the DfE's national database (Get information about schools), some of which will be publicly available.
- We agree that, working with the trust executive, we will complete an enhanced Disclosure and Barring (DBS) check.
- We understand that personal data such as name, postal address, a contact phone number and email address will need to be provided to the school. The school will only use this data for the purposes of running the school and its governance and will not be shared with third parties unless specific consent is requested and given.
- Contact information will be shared with other governors, trustees and school executive for the purposes of school governance.

Breach of this Code of Conduct

- If any member of the trust, governing body, or staff believes that this code or confirmations have been breached, this will be raised with the chair of trustees and the chair of the LGB. The Chair of Trustees will investigate and seek to resolve any difficulties or disputes constructively.
- Suspension/removal by the trust board will only be considered as a last resort.