



## Trustees' Code of Conduct September 2023

### Purpose

This code is based on the model code of conduct and the role of trustees provided by the National Governance Association (NGA). It sets out the expectations on, and commitment required from Trustees, in order for The Learning Partnership (TLP) 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:

#### Role and Responsibilities:

- We recognise that we are appointed trustees by the members of The Learning Partnership (formerly the Learning Alliance), to whom we are accountable.
- We will abide by the legal framework as detailed to in the Articles of Association including particular note of the moral purpose of the trust - 'to advance education for public benefit'.
- We will abide by other legal and statutory frameworks including, Funding Agreements, Academies Financial Handbook and other DfE guidance such as Dfe Governance Handbook and competency framework.
- We will ensure there is clarity of vision, ethos and strategic direction (inc long-term vision) for the trust.
- Our role is to hold the executive leaders to account for the educational performance of the trust schools and its students and the performance of the staff, including compliance with agreed policies.
- We will measure the trust's impact and progress towards its strategic objectives and ensure that the trust is fulfilling its purpose and charitable objective (advancing education for public benefit).
- We will oversee the financial performance of the organisation and make sure that its money is well spent and ensure financial probity and sustainability.
- We agree to ensure that the required policies and procedures are in place, and will delegate responsibility as set out in the Scheme of Delegation.
- We accept that we act as ambassadors to the trust and its schools, and will publicly support the trust's aims, values and ethos and support the desire to achieve the trust's charitable object.
- We agree to adhere to trust policies and procedures as set out by the relevant governing documents and law.
- We will work collectively for the benefit of the trust and consider how our decisions may affect the trust, its schools and the local community.
- We will stand by the decisions that we make as a collective, understanding that all members carry equal responsibility for decisions made. This means that we will not speak against decisions made by members outside a members meeting.
- We will respect the role of the CEO and trustees and their responsibility for the day to day management of the trust and avoid any actions that might undermine them.

#### Commitment:

- We acknowledge that our role as trustee involves some commitment of time and will accept our fair share of responsibilities, in particular to make every effort to attend 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 ask challenging questions and make a positive contribution and observe protocol and act at all times in a courteous manner.
- We will get to know the schools in the trust well and will respond to opportunities to involve ourselves in trust and/or school activities.
- We will visit the trust and/or its schools only when arranged in advance with the relevant staff and

observe school protocol.

- When visiting the trust and/or one of its schools 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 as required.
- We will express our view openly, courteously and respectfully in all our communications with other trustees, governors and staff.

**Build and Maintain relationships:**

- We will observe complete confidentiality both inside and outside of the trust when matters are deemed confidential or where they concern individual staff, students or families.
- We will not reveal the details of any member or trust board vote.
- We will express our view openly, courteously and respectfully in all our communications with other trustees, governors, staff and clerk.
- 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.

**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 our role will be formalised with the ESFA and Companies House and our names, dates of appointment and any relevant interest will be published on the trust's website.
- We agree that, working with the trust executive, we will ensure we 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 trust. The trust 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 trustees and school executive for the purposes of school governance

**Breach of this Code of Conduct**

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