

# South Stanley Junior School

## Code of Conduct for Local Governors

This code sets out the expectations on and commitment required from local school governors in order for the local governing board to properly carry out its work within the partnership, school and the community.

Once approved, the Code will apply to all local governors.

This Code should be read in conjunction with the relevant law and for academies, their articles of association and agreed scheme of delegation. It should be adapted as appropriate depending on the governance setting and level of delegation.

### The Local Governing Board has the following core strategic functions

Establishing the strategic direction, by:

- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Monitoring the educational performance of the school and progress towards agreed targets
- Engaging with stakeholders
- Contributing to school self-evaluation

Overseeing financial performance is a limited duty on the Local GB, but there is still accountability in:

- Ensuring money is well spent for pupil premium and sports premium funding and that value for money is obtained

### As individuals on the local governing body we agree to the following:

#### Role & Responsibilities

- We understand the purpose of the local board and the role of the leaders.
- We accept that we have no legal authority to act individually, except when the trustee board has given us delegated authority to do so, and therefore we will only speak on behalf of the local 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 local governing board meeting.
- 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 governance 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 partnership, school and the local community will reflect this.

- In making or responding to criticism or complaints we will follow the procedures established by Stanley Learning Partnership.
- We will actively support and challenge the executive leaders of the Partnership where appropriate.
- We will accept and respect the difference in roles between the board and staff, ensuring that we work collectively for the benefit of the organisation.
- We will respect the role of the executive leaders and their responsibility for the day to day management of the organisation and avoid any actions that might undermine such arrangements.
- We agree to adhere to the school's rules and policies and the procedures of the local governing board as set out by the relevant governing documents and law.
- When formally speaking or writing in our local governing role we will ensure our comments reflect current organisational policy even if they might be different to our personal views.
- When communicating in our private capacity (including on social media) we will be mindful of and strive to uphold the reputation of the organisation.

## Commitment

- We acknowledge that accepting office as a local governor involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of the local governing board, and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will get to know the school well and respond to opportunities to involve ourselves in school activities.
- We will visit the school, with all visits arranged in advance with the Headteacher and undertaken within the framework established by the local governing board.
- When visiting the school in a personal capacity (i.e. as a parent or carer), we will maintain our underlying responsibility as a local governor.
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the local governing board, attendance records, relevant business and pecuniary interests, category of local governor and the body responsible for appointing us will be published on the school's website.
- In the interests of transparency we accept that information relating to all local governors will be collected and logged on the DfE's national database of governors (Edubase).

## 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 local governors, and staff initially within the partnership both in and outside of meetings.
- 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 board members in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- We will seek to develop effective working relationships with the executive leaders, staff and parents, 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 or outside school.
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing board meeting.
- We will not reveal the details of any local governing board vote.
- We will ensure all confidential papers are held and disposed of appropriately.

### Conflict 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 local 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's 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.

### Ceasing to be a Governor

- We understand that the requirements relating to confidentiality will continue to apply after a local governor leaves office.

### Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate or take this matter to the Trustee Board of the Partnership; the local 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, the Chair of the Trustee Board will investigate.

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.

**Governor Code of Conduct 2018-2019**

**Adopted by the Local Governing Body on Autumn Term 2018**