



St. Andrew's C.E. (V.A.) Primary School Governing Body

[Do Everything in Love - 1 Corinthians 16 v14](#)

Chair; P Bassindale
Headteacher: K Walker
Clerk: L Hazelton

GOVERNORS' CODE OF CONDUCT

The ability of a governing body to work together for the good of the school depends essentially on trust and an understanding of common purpose. This code sets out the expectations on and commitment required from our school governors, in order for the governing body to properly fulfil its role within the school and the community.

The governing body has the following core strategic functions:

Establishing the strategic direction, by:

- Ensuring there is clarity in the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing and performance managing the headteacher
- Monitoring progress towards targets
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the school are managed
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As individuals on the governing body we agree to:

Fulfil our roles and responsibilities

- We understand that our role is strategic and will concentrate on our core functions rather than involve ourselves in day to day management.
- We accept that all governors have equal status and will work collectively for the benefit of the school.
- We have no legal authority to act individually or speak on behalf of the governing body except when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions. This means that we will not speak against majority decisions outside the governing body meeting.
- We will fulfil our responsibilities as a good employer by acting fairly and without prejudice. .
- We will consider carefully how our decisions may affect the community and other schools.
- We will operate with openness and act appropriately.
- 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, including on social media, will reflect this.
- In making or responding to criticism or complaints we will follow the procedures established by the governing body.
- We will actively support and challenge the headteacher, being candid but constructive and respectful when holding leaders to account.

Demonstrate our commitment to the role

- We will each involve ourselves actively in the work of the governing body, attend regular meetings, and accept our fair share of responsibilities, including service on committees or working groups. If absence is unavoidable, we will give our apologies and an acceptable reason in advance.
- We will prepare well for meetings by being proactive in posting, reading and evaluating all relevant documents on the Governors' Portal in a timely manner.
- We will get to know the school well and respond to opportunities to involve ourselves in school activities.
- Our visits to the school will be undertaken within the framework established by the governing body and agreed with the headteacher. Classroom visits will only be made after liaising with the relevant member of staff.
- When undertaking school visits, we will be fully mindful of the principles and procedures contained in the school's Staff Behaviour policy (for Safer Working Practice) and Code of Conduct.
- When using social media, we will be mindful of the need to maintain appropriate standards of on line behaviour and adhere to the Online Safety policy
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.

Build and maintain relationships

- We will express views openly, courteously and respectfully in all our dealings with other governors and the clerk to the governing board, both inside and outside of meetings.
- We will support the chair in their role of ensuring appropriate conduct.
- We will develop effective working relationships with the headteacher, staff, parents, the local authority, the diocese, the local community, other schools and relevant agencies.

Respect confidentiality

- We will observe complete confidentiality when matters are deemed confidential, especially where they concern individual staff, pupils or families.
- As a matter of trust, we will not discuss the views of fellow governors outside our meetings.
- We will not reveal the details of any governing body vote.
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing body meeting, recognising that many enquiries should be re-routed to the headteacher or the chair of governors.
- We will ensure that all confidential papers are held and disposed of appropriately.
- We will maintain the confidentiality of all documents on the Governor Portal, even after we leave office.

Declare conflicts of interest and be transparent

- We will record any business, personal or other interest that we have in connection with the governing body's business in the Register of Business Interests.
- We will also declare any conflict of loyalty at the start of any meeting should the need arise.
- If a conflicted matter arises, 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.
- We will act in the best interests of the school as a whole and not as a representative of any group.
- We accept that in the interests of open government, our full names, date of appointment, terms of office, roles on the governing board, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school's website.
- We accept that information relating to governors will be collected and logged on the DfE's national database of governors (Get information about schools) some of which is publicly available.

Breach of this code of conduct

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

Adopted by the Governing Body 16th September 2020

| Name | Signature | Date |
|--------------------|-----------|------|
| P Bassindale Chair | | |
| C Allen Vice-Chair | | |
| L Hazelton Clerk | | |
| E Bunting | | |
| J Burton | | |
| J Dolman | | |
| J Edwards | | |
| D Fagan | | |
| A Hall | | |
| A Hodgson | | |
| D Lupton | | |
| K Perree | | |
| E Ransome | | |
| D Roberts | | |
| K Walker | | |
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Appendix 1

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. 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 clearly demands.

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.

Leadership - Holders of public office should promote and support these principles by leadership and example.