



# St. Mary's Church of England Primary School

## Governors Code of Conduct

*Therefore encourage one another and build one another up, just as you are doing.  
Thessalonians 5:11*

### 'Adding value – Making a difference'.

#### Governors Code of Conduct

At St. Mary's we aim to provide an environment for all members of our school community where positive attitudes to learning and creativity are promoted and valued within the context of Christian belief and practice.

#### School Aims

- To promote Christian values and to show concern and care for the wellbeing of all members of the school community and those associated with it.
- To provide a Christian environment which is inclusive to all pupils, where they can gain appropriate skills, knowledge, understanding and values.
- To work with parents in meeting the needs of their children and to enable those children to reach their full potential without barriers to learning.
- To promote the highest standards of teaching and learning, both academically and socially, through a broad and enriched curriculum.
- To promote a 'can do' ethos where children feel safe to take risks and achieve personal goals.
- To enable children to learn and grow in order that they might take their place proudly in society, both now and in the future.

#### The governing body has the following core strategic functions:

The governing body is the key strategic decision-making body in the school with raising achievement of all being at the heart of their strategic role. To do this the governing body will:

Establish the strategic direction, by:

- Setting the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensure accountability, by:

- Appointing the Headteacher
- Monitoring progress towards targets
- Performance managing the Headteacher including their well being.
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensure financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

To support the work the governing body has adopted the following principles and procedures:

## **As individuals on the body we agree to the following:**

### *Role & Responsibilities*

1. We understand the purpose of the body and the role of the Headteacher.
2. We accept that we have no legal authority to act individually, except when the body has given us delegated authority to do so, and therefore we will only speak on behalf of the governing body when we have been specifically authorised to do so.
3. We accept collective responsibility for all decisions made by the body or its delegated agents. This means that we will not speak against majority decisions outside the governing body meeting.
4. 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.
5. We will encourage open government and will act appropriately.
6. We will consider carefully how our decisions may affect the community and other schools.
7. 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 will reflect this.
8. In making or responding to criticism or complaints we will follow the procedures established by the governing body.
9. We will actively support and challenge the Headteacher.

### *Commitment*

10. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy, including being prepared in advance for all meetings and reading the agenda packs in particular.
11. We will each involve ourselves actively in the work of the governing body, and accept our fair share of responsibilities, including service on committees or working groups.
12. We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
13. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
14. We will visit the school, with all visits arranged in advance with the Headteacher and undertaken within the framework established by the governing body.
15. We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training. To inform training needs we will complete/review our skills audit on an annual basis.
16. We accept that in the interests of open government, our full names, date of appointment, terms of office, roles on the governing body, 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.

### *Relationships*

17. We will strive to work as a team. Drawing on the model of the person, life and teachings of Jesus Christ, the governing body will strive to develop effective working relationships with:
  - The Headteacher
  - Staff
  - Children
  - Parents
  - The Diocese
  - Our parish and local communities
  - The Local Authority
  - Multi-agency representatives
  - Other local schools
  - Local educational organisations / businesses etc.
18. We will express views openly, courteously and respectfully in all our communications with other governors and the clerk to the governing body.
19. We will ensure that relationships between governors and other stakeholders follow the Nolan Principles:

## **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). See Appendix A for details.*

### **Selflessness**

### **Integrity**

### **Objectivity**

### **Openness**

### **Honesty**

### **Leadership**

20. We are prepared to answer queries from other governors 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.

### *Confidentiality*

21. We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff, pupils or parents, both inside or outside school.
22. We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing body meeting.
23. We will not reveal the details of any governing body vote.

### *Conduct*

Governors have a general duty to act with integrity, objectivity and honesty in the best interests of the school at all times. Drawing on the model of the person, life and teachings of Jesus Christ, the governing body will strive to behave professionally at all times.

24. We will aim to discharge our duties in a manner that maintains and develops the ethos of the school and its reputation in the parish, local community and wider educational community.
25. We will consider at all times, how we exercise stewardship, both as individuals and as a corporate body, which should manifest and be faithful to the life and teachings of Jesus Christ.
26. We should reflect on how we are perceived by stakeholders in all we say and do, both as individual governors and as a corporate body.
27. We should consider carefully how our decisions and actions might affect others, whether they are individuals employed by the school; children or adults who are part of the school community; the parish; other schools in the locality; or the wider community.
28. We should express views openly at meetings, but accept collective responsibility for all decisions made by the governing body or any individual governor delegated to do so.
29. We will not speak out against majority decisions in public or in private outside the governing body. The intention is to protect the reputation and authority of the governing body and the school in the public domain.
30. We will only speak or act on behalf of the governing body when we have been specifically authorised to do so.
31. We will respond to criticism or complaints about the school and/or its staff by referring to the school's Complaints Procedure adopted by the governing body for the correct procedure to be followed, and will advise the complainant accordingly.
32. We will record in the register of pecuniary interests any pecuniary interest we might have in connection with the governing body's business.
33. We will be expected to declare an interest in any item of business and withdraw from the meeting while it is under discussion.
34. We will always undertake visits within the framework established by the governing body and agreed with the Headteacher.

### *Conflicts of interest*

35. 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 body'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.
36. We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
  37. 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 body.

*Breach of this code of conduct*

38. If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; the governing body will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
39. Should it be the chair that we believe has breached this code, another governing body member, such as the vice chair will investigate.

**Appendix A**

**The Seven Principles of Public Life – Nolan Principles**

40. **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.
41. **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.
42. **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.
43. **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.
44. **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.
45. **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.
- 46.
47. **Leadership** - Holders of public office should promote and support these principles by leadership and example

Adopted

21<sup>st</sup>. July 2022

Signed Chair of Governors

Mrs Glynis Ashford

Head Teacher

Mr Richard Moss