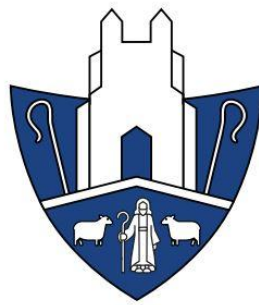


## Stoke By Nayland C of E Primary School



# Governor Code Of Conduct Policy

Prepared by:	<i>Headteacher</i>
Approved by:	<i>(Local Governing Body/Committee)</i>
Status & review cycle	Bi Annually
Date approved:	
Review date:	<i>July 2027</i>

## **Vision:**

As a church school our school vision is deeply rooted in Christian narrative, the story of the Good Shepherd (John 10) and the Parable of The Lost Sheep (Luke 15, Matthew 18). The story encapsulates perfectly what we think is special about our school – just as the Shepherd gives his all to secure the safety of every last sheep and helps them to thrive, so we give our all to create a safe and loving environment for everyone within our school family so that they can be the best that they can be. We prepare our children to go out into the world equipped with everything that is good for the good of all. We are an inclusive school, welcoming all children and families with respect, understanding and dignity. We have a duty of care to the children and will demonstrate the compassion and understanding that allows all children and adults within our school family and local community to flourish. In the context of this policy, this means that we aim to provide a safe and secure environment, in which children develop their self-esteem and respect for themselves and others. It also means that we endeavour to provide children with the knowledge and skills they need to keep themselves safe. We recognise the moral and statutory responsibility placed on all staff to safeguard and promote the welfare of all children.

We are an inclusive school, welcoming everyone with respect, understanding and dignity. We have a duty of care to the children and staff in our school community and will demonstrate the compassion and understanding that allows everyone to flourish. In the context of this policy, this means that we aim to provide a safe and welcoming environment for all, underpinned by a culture of positivity. This includes working in partnership with parents to support pupils' wellbeing and learning. It also means that all adults, including parents, should endeavour to model the behaviours we would like children to display. Children benefit from seeing the adults around them working together in a respectful way.

This code sets out the expectations on and commitment required from school governors in order for the Local Governing Body to properly carry out its work within the school and the community.

## **The Local Governing Body has the following core strategic functions:**

Establishing the strategic direction, by:

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

Ensuring accountability, by:

- Appointing the Headteacher
- Monitoring progress towards targets
- Performance managing the Headteacher
- 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 organisation are managed

**As individuals on the Local Governing Body we agree to the following:**

### **Role & Responsibilities**

- We understand the purpose of the Local Governing Body (LGB) and the role of the Headteacher.
- We accept that we have no legal authority to act individually, except when the LGB has given us delegated authority to do so, and therefore we will only speak on behalf of the LGB when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the LGB or its delegated agents. This means that we will not speak against majority decisions outside the Local Governing Body 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 government 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 school and the local community will reflect this.
- In making or responding to criticism or complaints affecting the school we will follow the procedures adopted by the LGB.
- We will actively support and challenge the Headteacher.

### **Commitment**

- We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of the LGB, 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 visits to school arranged in advance with the staff, if necessary, and undertaken within the framework established by the LGB and agreed with the Headteacher.
- We will consider seriously our individual and collective needs for training and development, and will undertake relevant training

- We accept that in the interests of open government, our names, terms of office, roles on the Local Governing Body, category of governor and the body responsible for appointing us will be published on the school's website.

### **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 governors.
- 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 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.
- We will seek to develop effective working relationships with the Headteacher, 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 LGB meeting.
- We will not reveal the details of any LGB vote.

### **Conflicts 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 LGB'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 LGB.

### **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; the LGB 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, another governor, such as the Vice Chair 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. 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.

**Adopted by the Local Governing Body of Stoke by Nayland C of E Primary School.**

**Date: 13<sup>th</sup> June 2024**

**Chair: Jane Addis**