



Faith, Aspiration & Unity

CODE OF CONDUCT FOR GOVERNORS

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The purpose of the governing board

The governing board is the school's accountable body. It is responsible for the conduct of the school; promoting its unique Christian Character and Ethos, a culture of high expectations, aspirations and scholastic excellence. The governing body aims to ensure that children are attending a highly effective school which provides them with a good education and supports their well-being.

The governing board has the following core strategic functions:

Establishing the strategic direction, by:

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

Ensuring accountability, by:

- Appointing the Headteacher and holding the senior leadership to account for all aspects of the schools performance
- Performance managing the Headteacher
- Engaging stakeholders
- Contributing to school self-evaluation

Overseeing financial performance, by:

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

As a member of the Governing body of the School, I undertake that I:

- Will preserve and develop the Christian Character of the school
- Will not act in any way that is detrimental and/or prejudicial to the interests of Catholic & Anglican education in the Diocese of Shrewsbury & Diocese of Lichfield and the school
- Have read, understood and will adhere to this Code of conduct
- Will adhere to Appendix I: The Nolan Principles
- Have read and understood any criteria for appointment and, to the best of my knowledge can confirm I am eligible for appointment
- Declare that I am not disqualified by law from appointment as a governor
- Agree to DBS checks and any other relevant checks being conducted that may be required by law or good practice
- Understand that any refusal to do so may result in the termination of any appointment
- Consent to the information given by me being held and processed by the governing body and/or the Diocese of Shrewsbury & Lichfield, including the sharing of data with third parties where required, in accordance with any Diocesan policies

AS GOVERNORS WE AGREE TO OUR COLLECTIVE RESPONSIBILITIES AS FOLLOWS:

Role & Responsibilities

- We will preserve and develop the Christian Character of the school and this responsibility will permeate throughout all of our actions within, and through all aspects of, the school and the local community;
- We will ensure that the school is conducted in accordance with its trust deed
- We will conduct the school in the accordance with its Instrument of Government and in particular its ethos statement;
- We will respond to the needs of the community as a whole as represented by the Diocesan Bishops, complying in all respects with diocesan requirements;
- We will protect, promote and serve the Dioceses in the ministry of our role as governors faithfully and in particular in compliance with Diocesan Protocols for a committed working relationship between the dioceses and the school
- We will consider not only the interests of the school, but the interests of other Catholic & Anglican schools, colleges, academies and of Catholic & Anglican education throughout the diocese
- We will undertake to discharge our duties as governors with due care and diligence
- We will consider carefully how our decisions may affect the community and other school, colleges and academies
- We will attend relevant training including diocesan training; governor induction and continuing professional development training, as required by the diocese
- We understand the purpose of the governing body and our role as governors and the role of senior leadership
- We accept that we have no legal authority to act individually, except when the governing 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
- We accept collective responsibility for all decisions made by the governing body or its delegated agents. This means that we will not speak against majority decision outside the governing body meetings
- 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 transparency and will act appropriately
- In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body
- We will actively support and challenge the senior leadership
- We will adhere to the Nolan principles set out in Appendix 1

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 governing body, 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 positively respond to opportunities to involve ourselves in school activities
- We will visit the school, with all visits to the school arranged in advance with the staff and undertaken within the framework established by the governing body
- We will evaluate our effectiveness as a governing body by way of completing a skills audit and a self-evaluation form on an annual basis
- We will consider seriously our individual and collective needs for continuous training and development as required by the diocesan education service, and will undertake that relevant training and any mandatory training as may be required by law
- We accept that in the interests of transparency, 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 our school's website and anything else as required by law

Relationships

In all our relationships we shall exercise stewardship and draw on the teachings and example of Jesus Christ in that:

- All relationships will be built on the core values of the Gospel based on the Beatitudes summarised as: faithfulness and integrity; dignity and compassion; humility and gentleness; truth and justice; forgiveness and mercy; purity and holiness; tolerance and peace and service and sacrifice
- We will comply with Diocesan Protocols for a committed working relationship between the Dioceses and the school
- We will ensure that we continually communicate with and, where appropriate, seek support and guidance from our diocesan education services
- 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 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 diocese, parish, the senior leadership, staff and parents, pupils, the local authority, other relevant agencies, and the local community

Confidentiality

- We will observe confidentiality in all circumstances in particular in relation to matters concerning specific members of staff or pupils, both inside and outside the school, unless there is a lawful requirement for disclosure
- We will exercise the greatest prudence at all times when discussions regarding the business of the school arise outside a governing body meeting
- We will exercise care and skill when communicating through social media
- We will not reveal the details of any governing body vote

Conflicts of Interest

- We will always act in the best interest of the charitable objects set out in the governing documents of the school
- 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
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise

BREACH OF THIS CODE

- If we believe this code has been breached, we will promptly raise this issue with the chair, consult with the diocese, and determine the investigatory process.
- Should it be the chair that we believe has breached this code, another governor, such as the vice chair will investigate

Appendix 1

The Nolan Principles

(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 decision 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.