



Code of Practice for School Governors at Bevendean Primary School

Approved September 2015

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

The purpose of the Governing Body

The Governing Body is the school's accountable body. It is responsible for the conduct of the school and for promoting high standards. The Governing Body aims to ensure that children are attending a successful school which provides them with a good education and supports their wellbeing.

The Governing Body:

- sets the strategic direction of the school by:
 - ◆ setting the values, aims and objectives for the school
 - ◆ agreeing the policy framework for achieving those aims and objectives
 - ◆ setting statutory targets
 - ◆ agreeing the school improvement strategy which includes approving the budget and agreeing the staffing structure
- Challenges and supports the school by monitoring, reviewing and evaluating:
 - ◆ the implementation and effectiveness of the policy framework
 - ◆ progress towards targets
 - ◆ the implementation and effectiveness of the school improvement strategy
 - ◆ the budget and the staffing structure
- Ensures accountability by:
 - ◆ signing of the Self Evaluation Form
 - ◆ responding to School Improvement Partner and Ofsted reports when necessary
 - ◆ holding the headteacher to account for the performance of the school
 - ◆ ensuring parents and pupils are involved, consulted and informed as appropriate
 - ◆ making available information to the community

- Appoints and performance manages the headteacher who will deliver the aims (through the day to day management of the school, implementation of the agreed policy framework and school improvement strategy, and delivery of the curriculum) and report appropriately to the Governing Body

For governors to carry out their role effectively, governors must be:

- prepared and equipped to take their responsibilities seriously
- acknowledged as the accountable body by the lead professionals
- supported by the appropriate authorities in that task; and
- willing and able to monitor and review their own performance

The role of a governor

In law, the Governing Body is a corporate body, which means:

- no governor can act on her/his own without proper authority from the full Governing Body
- all governors carry equal responsibility for decisions made, and
- although appointed through different routes (i.e. parents, staff, Local Authority, Community, Foundation), the overriding concern of all governors has to be the welfare of the school as a whole

General

- We understand the purpose of the Governing Body and the role of the headteacher as set out above
- We are aware of and accept the Nolan seven principles of public life (see appendix)
- 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 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 accept collective responsibility for all decisions made by the Governing Body or its delegated agents. This means that we will not speak against majority decisions outside the Governing Body meeting
- 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 of 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 established by the Governing Body

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 in full why we are unable to
- We will get to know the school well and respond to opportunities to involve ourselves in school activities
- Our visits to school will be arranged in advance with the staff and undertaken within the framework established by the Governing Body and agreed with the headteacher
- We will consider seriously our individual and collective needs for training and development and will undertake relevant training
- We are committed to actively supporting and challenging the headteacher

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 his or her 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 and outside the school
- We will exercise the greatest prudence at all times when discussion regarding school business arise outside a Governing Body meeting
- We will not reveal the details of any Governing Body vote

Conflicts of interest

- We will record any pecuniary or other business interest that we have in connection with the Governing Body's business in the Register of Business Interests
- We will declare any pecuniary interest – or a personal interest which could be perceived as a conflict of interest – in a matter under discussion at a meeting and offer to leave the meeting for the appropriate length of time

Breach of this code of practice

- If we believe this code has been breached, we raise this issue with the Chair and the Chair will investigate. The Governing Body should only use suspension as a last resort after seeking to resolve any difficulties or disputes in more constructive ways
- We understand that any allegation of a material breach of this code of practice by any governor shall be raised at a meeting of the Governing Body, and, if agreed to be substantiated by a majority of governors, shall be minuted and can lead to consideration of suspension from the Governing Body
- We are aware of the provisions of regulation 15(1) of the School Governance (Procedures) (England) Regulations 2003, as amended, which pertain to the grounds for suspension as a school governor and of Schedule 6 to the School Governance (Constitution) (England) Regulations 2007 relating to the disqualifications from the role of school governor (held as a separate document)

Transparency

- We are aware that Governors hold an important public office and that their identity should be known to their school and wider communities. We understand that, In the interests of transparency, a governing body should publish on its website up-to-date details of its governance arrangements in a readily accessible form. All governors will be ready to provide information as required

The Governing Body of Bevendean Primary School adopted this code of practice on 24th September 2015.

Undertaking:

As members of the Governing Body we will always have the wellbeing of the children and the reputation of the school at heart. We will do all we can to be ambassadors for the school, publicly supporting its aims, values and ethos. We will never say or do anything publicly what would embarrass the school, the Governing Body, the headteacher or staff

Signed on behalf of the Governing Body

Chair of Governors

Date:

Appendix

The Seven Principles of Public Life (from the Nolan Committee on Standards in Public Life)

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 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 relation to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interests.

Leadership

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