

Church House Oxford, Langford Locks, Kidlington, Oxford OX5 1GF.

Code of Conduct for Local Governing Body Members (2018/19)

The National Governors' Association's Code of Conduct for School Governors 2016 sets out the expectations of and commitment required from governors in order for Local Governing Bodies to carry out their work properly within their schools and in the community.

The Purpose of the Local Governing Body

An ODST local governing body (LGB) is delegated powers to act on behalf of Trustees as the school's accountable body through a scheme of delegation. It is responsible for the conduct of the school and for promoting high standards. The local governing body aims to ensure that children are attending an effective school which provides them with a good education and supports their well-being. Over recent years the responsibilities of local governing bodies have grown to encompass the outcomes of pupils, school's responsibility for pupils; behaviour and children and young peoples' health and well-being in the community and for a wide range of extended services provision out of school hours.

The Local Governing Body

The local governing body (hereinafter referred to as the "LGB") establishes the strategic direction of the school, by:

- setting the vision, values, and objectives for the school;
- agreeing the school improvement strategy with priorities and targets;
- meeting statutory duties.

Ensures accountability, by:

- recommending the appointment of a headteacher;
- setting and monitoring progress towards targets;
- performance managing the headteacher;
- monitoring the performance management and associated salary decisions for staff
- ensuring the effectiveness of safeguarding for children and pupils;
- engaging with stakeholders;
- fostering a greater understanding of and promotion of all forms of equality and respect;
- ensuring the highest expectations for behaviour;
- leading the school's self-evaluation.

Ensures financial probity, by:

- Setting the budget to ensure vision and ambition for the school;
- monitoring spending against the budget;
- ensuring the effective use of grants and additional funding
- ensuring value for money is obtained;
- ensuring risks to the organisation are managed.

As individuals on the LGB we agree to the following:

Role & Responsibilities

- We understand the purpose of the board 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 board or its delegated agents. This means that we will not speak against majority decisions outside the governing board 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 established 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 all visits to school arranged in advance with the staff and undertaken within the framework established by the governing board 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 full names, date of appointment, terms of office, roles on the LGB, 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.
- In the interests of transparency we accept that information relating to governors will be collected and logged on the DfE's national database of governors (Edubase).

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 and the clerk to the LGB.
- 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 governing board’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.

I understand and accept all the points set out above.

Signed:

Printed name:

Date:

Adopted by the local governing body of St Luke’s CofE Primary School – March 2018

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.