



## **CODE OF CONDUCT FOR THE GOVERNING BODY OF St. MARY AND St. JOSEPH'S CATHOLIC PRIMARY SCHOOL GOVERNING BODY**

### **Introduction**

The purpose of this Code of Conduct is to form a framework of the standards of behaviour and professionalism and the levels of commitment expected of all governors of St Mary and St Joseph's Catholic Primary School.

The Governing Body is adopting this Code of Conduct in the expectation that it should be applied equally across all aspects of being a governor, whether in any committee meetings, external meetings and training, school visits, parent-school forums, written communications and policy documents ratified by governors or any other areas where the role of governor comes into play, directly or indirectly.

This Code of Conduct should be reviewed on a regular basis to ensure that it is still fit for purpose and still properly reflects the education and governance environment. The Code of Conduct should be brought to the attention of new or prospective members of the Governing Body.

### **Aims and Role of the Governing Body**

The main purpose of the Governing Body is to help the school to provide the best possible environment and education for its pupils.

In this respect, governors are expected to:

#### Guide the strategic view

The governors should contribute to maintaining the strategic vision, values and direction in which the school can develop under the stewardship of the Headteacher and the staff.

#### Act as a critical friend

The governors should seek to provide constructive advice and critical review of the running of the school in a supportive and positive way, drawing on their varied experience and knowledge. This should include challenging and asking questions of the Headteacher where necessary. This must be done fairly and without prejudice.

#### Ensure accountability

The Governing Body is responsible for holding the Headteacher to account for ensuring the best possible quality of education is being provided to the pupils. In this respect, the governing body has the right to question and discuss the running of the school whilst respecting the professional roles of the Headteacher and staff.

The Governing Body is in turn accountable to parents and the wider community for the school's overall performance and for the pupils' experience and environment.

#### Collective responsibility

The Governing Body is a corporate entity in the sense that it acts as a group in all decisions. No one governor or group of governors has the right to act individually, except when express delegated authority has been given or in exceptional circumstances or emergencies where urgent

action is demanded. The strength and capability of a successful Governing Body lies in the commitment of its members and the variety of their talents and abilities. Every governor has an equal right to participate in decision making and state their own views and no one governor should consider their status to be any greater than any others, regardless of experience, title or role.


### **Conduct of Governors**

- Governors will treat each other, the Headteacher, all members of staff, pupils, parents and others with respect and courtesy, accepting the open exchange of information and views at all meetings and other forums.
- Governors will accept and respect the principle of collective responsibility for decisions made by the Governing Body and its delegated committees, even when this is in opposition to the individual's views.
- Governors will only speak on behalf of the Governing Body outside of meetings when they have specifically been authorised to do so.
- Governors should never become involved in individual complaints or disagreements with parents or carers or with any issue with specific pupils except where expressly authorised.
- Governors will always act with the ethos of the school in mind and should never conduct themselves in a manner that could bring the school into disrepute.
- Governors must record any pecuniary or business interest connected to the Governing Body's business in the Register of Business Interests on an annual basis, which will be published on the school's website. In the case of any conflict of interest, this must be declared as soon as possible and the governor should offer to absent themselves from any meetings where the issue is being discussed.
- In all instances, Governors must act in the best interests of the school.

### **Confidentiality**

- Unless otherwise agreed, all information shared within Governing Body discussions are to be deemed as confidential and not to be disclosed to any external individuals or groups by any governor.
- All Governing Body minutes and reports will be considered to be public documents after consideration in a meeting and must be made available at the school unless the Governing Body decides they should be held as confidential.

**Adopted by the Governing Body of St Mary and St Joseph's Catholic Primary School**

Signed as approved by:  .....  
(Chair of the Governing Body)

Date: 19/11/15 .....

## **APPENDIX - Key Qualities of Governors**

Governors hold a public office and are expected to abide at all times by the 'Nolan principles' - the basis of the ethical standards expected of public office holders. These principles are as follows:

1. 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 friends.

2. Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

3. 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.

4. 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.

5. 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.

6. 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.

7. Leadership

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

### **Nolan Principles**

<https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

Committee on Standards in Public Life (31 May 1995)