



## PARSONS DOWN PARTNERSHIP OF SCHOOLS

### CODE OF CONDUCT FOR SCHOOL GOVERNORS

#### The Purpose of the Governing Board

The Governing Board is the Partnership's accountable board. It is responsible for the conduct of the Partnership and for promoting high standards. The Governing Board aims to ensure that children are attending a successful school which provides them with a good education and supports their well-being.

#### The Governing Board sets the strategic direction of the Partnership by:

- Setting the values, aims and objectives for the Partnership;
- Agreeing the policy framework for achieving those aims and objectives;
- Setting targets;
- Agreeing the Partnership improvement strategy which includes approving the budget and agreeing the staffing structure.

#### The Governing Board challenges and supports the Partnership by monitoring, reviewing and evaluating:

- The implementation and effectiveness of the policy framework;
- Progress towards targets;
- The implementation and effectiveness of the Partnership improvement strategy;
- The budget and the staffing structure.

#### The Governing Board ensures accountability by:

- Signing off the Partnership's own self-evaluation report;
- Responding to OFSTED reports when necessary;
- Holding the Executive Headteacher to account for the performance of the Partnership;
- Ensuring parents and pupils are involved, consulted and informed as appropriate;
- Making available information to the community.

**The Governing Board appoints and performance manages the Executive Headteacher who will deliver the aims (through the day to day management of the Partnership, implementation of the agreed policy framework and Partnership improvement strategy, and delivery of the curriculum) and report appropriately to the Governing Board.**

## **For governing boards to carry out their role effectively, governors must be:**

- Prepared and equipped to take their responsibilities seriously;
- Acknowledged as the accountable board by the lead professionals;
- Supported by the appropriate authorities in that task;
- Willing and able to monitor and review their own performance.

## **The Role of a Governor**

In law the Governing Board is a corporate board, which means:

- No governor can act on her/his own without proper authority from the full Governing Board;
- All governors carry equal responsibility for decisions made;
- Although appointed/elected through different routes (i.e. parents, staff, Local Authority co-opted, 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 Board and the role of the Executive Headteacher as set out above.
- We accept that we have no legal authority to act individually, except when the Governing Board has given us delegated authority to do so, and therefore we will only speak on behalf of the Governing Board 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 governance and will act appropriately.
- We accept collective responsibility for all decisions made by the Governing Board or its delegated agents. This means that we will not speak against majority decisions outside the Governing Board 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 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 Governing Board.
- I undertake to act responsibly, in good faith and within my delegated authority at all times.

## **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 Board, and accept our fair share of responsibilities, including service on committees or working groups.
- We will read all associated papers, sent ahead of meetings, in good time and be well prepared.

- We will make full efforts to attend all meetings and where we cannot attend, we will notify the Clerk to Governors with an explanation of our failure to attend.
- We will get to know the Partnership well and respond to opportunities to involve ourselves in Partnership activities.
- Our visits to the Partnership will be arranged in advance with the staff and undertaken within the framework established by the Governing Board and agreed with the Executive Headteacher.
- We will consider seriously our individual and collective needs for training and development, and will undertake relevant training.
- We acknowledge that failure to attend meetings for a period of six months without the consent of the Governing Board could lead to disqualification.
- We are committed to actively supporting and challenging the Executive 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 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 Executive Headteacher, staff and parents, the local authority and other relevant agencies and the community.
- We will not use our position to gain advantage in other relationships with the Partnership or community (e.g. as a teacher, employee, parent or councillor).
- We will ensure that our other relationships with the Partnership (e.g. parent, employee) are conducted in a proper and ethical manner, and that our standing as a governor is not compromised or open to misinterpretation.
- We will not be “friends” with pupils on social networking sites as this could be viewed as a safeguarding issue.

## **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 Governing Board meeting.
- We will not reveal the details of any Governing Board vote.
- We will not pass any information, or make comment, to the press or other media or respond to social media comments regarding the Partnership or Governing Board unless expressly authorised to do so by the full Governing Board.

- We will not identify the Partnership on social networking sites, unless authorised to do so by the full Governing Board, as this could directly link our personal life with the reputation of the Partnership.

**Conflicts of Interest**

- We will record any pecuniary or other business interest that we have in connection with the Governing Board’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 leave the meeting whilst the item is discussed.

**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 Governing Board should only use suspension 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.
- 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 Board, and, if agreed to be substantiated by a majority of governors, shall be minuted and can lead to consideration of suspension from the Governing Board.
- 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, Schedule 6 of the School Governance (Constitution) (England) Regulations 2007 and Schedule 4 of the School Governance (Constitution) (England) Regulations 2012, relating to the disqualifications from the role of school governor (held as a separate document).

**The Governing Board of Parsons Down Partnership of Schools adopted this Code of Conduct on 13<sup>th</sup> October 2014**

Governors will sign the Code at the first Governing Board meeting of each school year.

**Undertaking**

As a member of the Governing Board I will always have the well-being of the children and the reputation of the Partnership at heart; I will do all I can to be an ambassador for the Partnership, publicly supporting its aims, values and ethos; I will never say or do anything publicly that would embarrass the Partnership, the Governing Board, the Executive Headteacher or staff.

**Signed** ..... **Date** .....

**Print Name** .....