

## Code of Conduct for the Governing Body

**SCHOOL NAME: St. James & Emmanuel Trust - Didsbury CofE**

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### Introduction

The following is not a definitive statement of responsibilities but is concerned with the common understanding of broad principles by which the governing body and individual governors will operate.

The governing body accepts the following principles and procedures:

### General

1. We have responsibility for determining, monitoring and keeping under review the broad policies, plans and procedures within which the school operates.
2. We recognise that the head teacher is responsible for the implementation of policy and day-to-day management of the school and the implementation and operation of the curriculum.
3. We accept that all governors have equal status, and although appointed/elected by different groups (i.e., parents, staff, local authority) our overriding concern will be the welfare of the school as a whole.
4. We have no legal authority to act individually, except when the governing body has given us delegated authority to do so.
5. We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will fulfill all the legal expectations as, or on behalf of, the employer.
6. We will encourage open government and should be seen to be doing so.
7. We will consider carefully, how our decisions may affect other schools.

### Commitment

8. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
9. We will each involve ourselves actively in the work of the governing body, attend meetings regularly, and accept our fair share of responsibilities, including membership of committees or working groups.

10. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
11. We will ensure that our individual and collective needs for training and development are consistently monitored, and opportunities to undertake relevant training are encouraged.

## **Relationships**

12. We will strive to work as a team.
13. We will seek to develop effective working relationships with our head teacher, staff, parents, the local authority, and other relevant agencies, and the community.
14. All school stakeholders recognize that governors are volunteers and must balance the workload they have outside school with the needs of school.
15. Inevitably at times a governor may not be able to partake or give as much as they would want.

## **Confidentiality**

16. We will observe confidentiality regarding proceedings of the governing body in meetings and from our visits to school as governors.
17. We will observe complete confidentiality when required or asked to do so by the governing body, especially regarding matters concerning individual staff or students.
18. We will exercise the greatest prudence if a discussion of a potentially contentious issue affecting the school arises outside the governing body.

## **Conduct**

19. We will encourage the open expression of views at meetings, but accept collective responsibility for all decisions made by the governing body or its delegated agents. We will not speak out against decisions, in public or private, outside the governing body.
20. We will only speak or act on behalf of the governing body when we have been specifically authorised to do so.
21. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body.
22. Our visits to school will be undertaken within the framework established by the governing body, in agreement with the head teacher and staff.
23. In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

## **Suspension**

24. If the need arises to use the sanction of suspending a governor, we will do so by following the procedures regulations so as to ensure a fair and objective process.

## **Removal**

25. We recognise that removing a governor from office is a last resort, and that it is the appointing bodies, which have the power to remove those they appoint.
26. If the need arises to use the sanction of removing a governor, we will do so by following the constitution regulations so as to ensure a fair and objective process.

## **Public Information**

27. The Department for Education regulations published 13.08.15 state that “Governors hold an important public office and their identity should be known to their school and wider communities. 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.”
28. Exactly what information has to be published is detailed in the DfE documentation and on our school website.
29. The DfE advise any governor unwilling to provide information to enable the governing body to fulfil their responsibilities may be in breach of the code of conduct and as a result be bringing the governing body into disrepute. As such they may be suspended or removed as a governor. This should be made clear to anyone considering becoming a governor.

**The Governor code of conduct was adopted by the governing body on**

**Signed:**

**Dated:**