

Code of Conduct for the Governing Body Our Lady and All Saints Catholic Primary School

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 well-being.

Our Lady and All Saints is a voluntary-aided school with a religious character. Therefore, whilst all governors share the same generic responsibilities, it is the Foundation governors who are appointed in order to fulfill special responsibilities of Canon Law, and ensure that the school is conducted according to Christian values and the teachings of the Catholic Church. Briefly, these are:

- to preserve and develop the school's religious character; and
- to ensure that the school is conducted in accordance with the Trust Deed of the Ampleforth Abbey Trust

The Governing Body has the following core strategic functions:

Establishing the strategic direction by:

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

Ensuring accountability, by:

- appointing the Headteacher;
- monitoring progress towards targets;
- performance managing the Headteacher;
- engaging with stakeholders;
- contributing to school self-evaluation.

Ensuring financial probity, by:

- setting the budget;
- monitoring spending against the budget;
- ensuring value for money is obtained;
- ensuring risks to the organisation are managed.

As individuals on the Governing Body we agree to the following:

- We will abide by the Seven Nolan Principles of Public Life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

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

Roles and Responsibilities

- Foundation governors have a specific responsibility to preserve and develop the Catholic character of the school, and this responsibility is understood by all governors;
- We understand the purpose of the Governing Body and the role of the Headteacher;
- 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 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 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 as 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 responsibilities to maintain and develop the ethos and reputation of our school. Our actions with 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;
- We will actively support and challenge the Headteacher;

Commitment

While we remain volunteers,

- 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 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 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 accept that in the interests of transparency, our full names, date of appointment, terms of office, roles on the Governing Body, attendance records, relevant business and

pecuniary interests, category of governor and the body responsible for appointing us will be published on our School's website and anything else as required by law.

Relationships

In all our relationships we shall exercise stewardship and draw on the teachings and example of Jesus Christ in that:

- All relationships will be built on the core values of the Gospel based on the Beatitudes: faithfulness and integrity; dignity and compassion; humility and gentleness; truth and justice; forgiveness and mercy; purity and holiness; tolerance and peace and service and sacrifice
- 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 our communications with other governors;
- We will support the chairperson 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 our Headteacher, staff and parents, Ampleforth Abbey, Archdiocese, parish, the local authority and other relevant agencies and the local 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 unless there is a lawful requirement for its disclosure;
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing body meeting;
- We will exercise care, skill and prudence when communicating through social media
- 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, and if any such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time;
- Similarly, we will declare any personal interest, such as friend and family connections, and offer to leave the meeting for the appropriate length of time;
- 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 Governing Body.

Breach of this Code of Conduct

- If we believe this Code has been breached, we will raise this issue with the chairperson and the chairperson will investigate; the Governing Body will only use

suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways. If we believe the chairperson has breached this Code, another governor, such as the vice chairperson, will investigate.

As a Member of the Governing Body of Our Lady and All Saints RC Primary School, Parbold, I undertake that I will abide by and follow this code of conduct:

Name of Governor: _____

Type of Governor: _____

Signed by the
Governor: _____ Date: _____

To be read and re-signed by each Governor annually at/around the time of the Annual Meeting and a copy retained by the Clerk to the Governors

Adapted 2018 from the NGA Code of Practice for School and Academy Governing Bodies, August 2014 with further additions from the Catholic Education Service Model Code of Conduct for governors July 2017.