



## Foxmoor Primary School

### Code of Conduct for the Governing Body

#### 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 at Foxmoor 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 Headteacher is responsible for the implementation of policy and internal organisation and management of the school, and the implementation and operation of the curriculum.
3. We accept that all governors have equal status, although appointed by different groups (i.e., parents, staff, Local Authority), and that every governor's role is to govern the school; in the best interest of pupils, not to represent the interests of the constituency from which they were elected or appointed.
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 fulfil all the legal expectations as, or on behalf of, the employer.
6. We will encourage open government and shall be seen to be doing so.
7. We will consider carefully, how our decisions may affect other schools.
8. The following details for each governor and associate member will be published on the school's website:
  - name;
  - category of governor;
  - which body appointed them;
  - date of appointment;
  - term of office;
  - date when stepped down (where applicable);
  - names of committees the governor serves on;
  - details of any responsibility, e.g. chair or vice chair;
  - relevant business and pecuniary interests (as recorded in the register of interests);
  - attendance record at governing body and committee meetings over the last academic year.

#### Commitment

9. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
10. 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 when necessary.

11. We will get to know the school well and respond to opportunities to involve ourselves in school activities. Every member of the Governing Body will actively contribute relevant skills and experience.
12. We uphold an ethos of professionalism and have high expectations of the governors' role, including an expectation that we undertake whatever training or development activity is needed to fill any gaps in the skills we have to contribute to effective governance. If a governor fails persistently to do this they will be in breach of the code of conduct and may bring the Governing Body or the office of a governor into disrepute – and as such provide grounds for the Governing Body to consider suspension.

### **Relationships**

13. We will strive to work as a team.
14. We will seek to develop effective working relationships with our Head, staff, parents, the Local Authority, and other relevant agencies and the community.

### **Confidentiality**

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

### **Conduct**

18. 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.
19. We will only speak or act on behalf of the Governing Body when we have been specifically authorised to do so.
20. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the Governing Body.
21. Our visits to school will be undertaken within the framework established by the Governing Body, in agreement with the Head and staff.
22. In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

### **Suspension**

23. If the need arises to use the sanction of suspending a governor, we will do so by following the legal requirements to ensure a fair and objective process.

### **Removal**

24. 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.
25. If the need arises to use the sanction of removing a governor or removing the Chair, we will do so by following the legal requirements to ensure a fair and objective process.

This Code of Conduct was revised and accepted by the Governing Body at the full Governors meeting on 10<sup>th</sup> October 2017.