

GOVERNING BOARD CODE OF PRACTICE



This code sets out the expectations on and commitment required from governors in order for the governing board to properly carry out its responsibilities within the school and the community.

The purpose of the governing board

The governing board is the School's accountable board. It is responsible for the conduct of the School 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 wellbeing.

The governing board:

- Sets the strategic direction of the School by:
 - setting the values, aims and objectives for the School
 - agreeing the schools' policies for achieving those aims and objectives
 - setting developmental targets
 - agreeing the strategic plan and school development plan which includes approving the budget and agreeing the staffing structure
- Challenges and supports the School by monitoring, reviewing and evaluating:
 - the implementation and effectiveness of the schools' policies
 - academic attainment and progress
 - the implementation and effectiveness of the School Development Plan
 - the budget and the staffing structure
- Ensures accountability by:
 - ensuring appropriate action is taken to implement Ofsted recommendations
 - holding the head teacher to account for the performance of the School
 - ensuring parents and pupils are involved, consulted and informed as appropriate
 - making available information to the community
- Appoints and performance manages the head teacher who will deliver the aims (through the day to day management of the school, implementation of the agreed 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
- be acknowledged as the accountable board by the lead professionals
- be supported by the appropriate authorities in that task
- be 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 through different routes (ie 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 head teacher as set out above
- we are aware of and accept the Nolan seven principles of public life (see appendix)
- 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 government 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

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 focus groups
- we will make full efforts to attend all meetings and where we cannot attend explain in advance in full why we are unable to attend
- we will get to know the School well and respond to opportunities to involve ourselves in School activities
- our visits to School will be arranged in advance with the staff and undertaken within the framework established by the governing board and agreed with the head teacher
- we will consider seriously our individual and collective needs for training and development and will undertake relevant training
- we are committed to actively supporting and challenging the head teacher

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 head teacher, staff and parents, the local authority and other relevant agencies and the community

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 body meeting
- we will not reveal the details of any governing board vote

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 offer to leave the meeting for the appropriate length of time

Social Networking Sites

We will use social networking sites responsibly and ensure that neither our personal or professional reputation, nor the School's reputation is compromised by inappropriate postings.

Breach of this code of practice

- if we believe this code has been breached, we will raise this issue with the Chair and the Chair will investigate; the governing board will 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 of the governor
- 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 Westoning Lower School adopted this code of practice on Monday 16th September 2019. Governors will review and sign the Code at the first governing board meeting of each school year. **Reviewed on Wednesday 16th September 2020.**

Undertaking:

As a member of the Governing Body I will always have the wellbeing of the children and the reputation of the School at heart. I will do all I can to be an ambassador for the School publicly supporting its aims, values and ethos. I will never say or do anything publicly that would embarrass the School, the governing body, the head teacher or staff.

Name of Governor	Signature	Date
Stephen Alcock		
Jacqui Boyle		
Sarah Burrows		
John Corcoran		
Gina Hocking		
Ekta Jhingan		
Stephen Maker		
James McGrattan		
Kate Minor		
Elaine O'Shaughnessy		
Brian Valentine		

Appendix: The Seven Principles of Public Life

(originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations)

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 their friends.

Integrity

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

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.

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.

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.

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.

Leadership

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