



Code of Conduct for the Governing Body

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

Our School Mission Statement

St. Chad's Catholic and Church of England School is a secure, friendly and Faith centred community where we seek to realise the full potential of all our members through the living love of Christ.

All our work with pupils, staff, parents, governors, local clergy and the wider community will be influenced by the following:

- All members of St. Chad's community will be encouraged to love God and their neighbours by following the teaching of Jesus Christ.
- All members of St. Chad's community have equal value.
- Every pupil and member of staff will be helped to achieve personal fulfilment and excellence.
- At St. Chad's pupils are cared for and parents are made welcome.
- St. Chad's will encourage a spirit of friendship and partnership, particularly with homes, parishes and the wider local community which will make us sensitive to the needs, beliefs and cultures of others.

The governing board 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
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As the Governing Body of this Catholic and Church of England High School we accept the following principles and procedures:

- We will ensure that our school is conducted accordingly to Canon Law, the Trust Deeds of the Dioceses and the teachings of the Catholic Church and the Church of England.
- We will ensure that the Religious Education curriculum is in accordance with the agreed policy of the two dioceses.
- We will represent the Bishops on the Governing Body with reference to diocesan policies in general and for those relating to admissions, staffing and curriculum in particular.
- We will be aware of the needs of the Joint-Church community as a whole and consider how our work can contribute to the interests of Christian education throughout the dioceses.
- We have responsibility for determining, monitoring and keeping under review the broad policies, plans and procedures within which the school operates.
- We recognise that our Headteacher is responsible for the implementation of policy, management of the school and the implementation and operation of the curriculum.
- We accept that all governors have equal status, and although appointed by different groups (i.e. the Dioceses, parents, staff, LA) a key concern will be the welfare of the school as a whole.
- *We understand that new governors need to make an application for DBS within 21 days of appointment.*

As individuals on the board we agree to the following:

Role & Responsibilities

- We understand the purpose of the board and the role of the headteacher.
- We accept that we have no legal authority to act individually, except when the 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 accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will not speak against majority decisions outside the governing board 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 of 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 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.
- We will actively support and challenge the headteacher.
- *We understand that governors are responsible for making themselves familiar with all policies & procedures. They are required to renew their commitment & understanding annually.*

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 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 the staff and undertaken within the framework established by the governing board 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 open government, our names, terms of office, roles on the governing body, category of governor and the body responsible for appointing us will be published on the school's website. We accept that records of attendance at meetings will also be published on the school's website.

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 headteacher, 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 board meeting.
- We will not reveal the details of any governing board vote.

Conflicts of interest

- We will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing board'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. We accept that the Register of Business Interests will be published on the school's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
- 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 board.

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 will only use suspension/removal 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.

The Seven Principles of Public Life

(Originally published by the Nolan Committee:

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.

The Governing Body of St Chad's Catholic & Church of England High School adopted this code of practice on: (date)

Governors will sign the Code at the first governing body meeting of each school year.

Annual Declaration

Undertaking:

As a member of the Governing Board I will always have the well being 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 Board, the Headteacher or staff.

Signature

Academic Year: 20 /

Foundation Governors	Signature	Date of signing
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Headteacher Governor		
Staff Governor		
Parent Governor		
1		
2		
LA Governor		
Co-opted Governor		
1		
2		
3		
Additional Support		