



CODE OF CONDUCT FOR THE GOVERNING BODY OF

SANDFORD HILL PRIMARY SCHOOL

Introduction

The following code sets out the expectations on and commitment required from school governors of Sandford Hill Primary School in order for the governing body to properly carry out its work within the school and the community.

The Governing Body accepts the following principles and procedures: -

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

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 our head teacher is responsible for the implementation of policy, management of the school and the implementation and operation of the curriculum. We will actively support and challenge the headteacher.
3. We accept that all governors have equal status, and although appointed by different groups (i.e. parents, staff, LA) our overriding concern will be the welfare of the school as a whole.
4. We accept that in the interests of open government, 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 the school's website.
5. We accept that we have no legal authority to act individually, except when the governing body has given us delegated authority to do so.
6. 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.
7. We will encourage open government and shall be seen to be doing so.
8. We will consider carefully, how our decisions may affect the community and other schools.

Commitment

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

10. We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
11. We will each involve ourselves actively in the work of the governing body, attend regularly and accept our fair share of responsibilities, including service on committees or working groups.
12. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
13. We will consider seriously our individual and collective needs for training and development.

Relationships

14. We will strive to work as a team.
15. We will seek to develop effective working relationships with our head teacher, staff, parents, the LA, other relevant agencies and the community.

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. This means 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 as an agent of the school we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school. Our corporate and individual actions within the school and the local community will reflect this.

Conflicts of interest

24. 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 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. We accept that the Register of Business Interests will be published on the school's website.
25. We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
26. 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

27. 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.
28. Should it be the chair that we believe has breached this code, another governor, such as the vice chair will investigate.