



**Tudhoe Learning Trust**

# **Code of Conduct for Governors**

**Approved by:** Trust Chief Executive Officer **Date:** October 2021

**Last reviewed on:** October 2021

**Next review due  
by:** September 2022

## Introduction

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

### **A local governing body within Tudhoe Learning Trust has the following core strategic functions**

#### **Supporting the Trust's strategic vision, by:**

- Ensuring that the vision, values, and objectives set by the Directors are embedded in the school;
- Supporting the Head Teacher and the school's senior leaders in the implementation of the agreed priorities and targets in the school improvement strategy.

#### **Ensuring accountability, by:**

- Contributing to recruitment and selection processes.
- Monitoring the educational performance of the school.
- Engaging with stakeholders.
- Contributing to school self-evaluation.
- Conducting regular and meaningful monitoring in line with the school improvement plan and reporting on this to the local governing body as appropriate

#### **2.3 Overseeing financial performance, by:**

- Monitoring spending against the budget.
- Monitoring value for money and efficiency
- Ensuring risks to the organisation are managed competently and effectively

### **As individuals on the local governing body we agree to the following:**

#### **Role & Responsibilities**

- We understand the purpose of the local governing body and the role of the school's senior leaders.
- We accept that we have no legal authority to act individually, except when the local governing body has given us delegated authority to do so, and therefore we will only speak on behalf of the local governing body when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the local governing body. This means that we will not speak against majority decisions outside the local 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 of a good employer.
- We will encourage open governance 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 and the Trust. Our actions within the school and the local community will reflect this.
- In making or responding to criticism or complaints we will follow the procedures established by the Board of Directors.
- We will actively support and challenge the Head Teacher and the school's senior leaders
- We will accept and respect the difference in roles between governors and staff, ensuring that we work collectively for the benefit of the school.
- We will respect the role of the Head Teacher and the school's senior leaders and their responsibility for the day to day management of the school and avoid any actions that might undermine such arrangements.

- We agree to adhere to the Trust's rules and policies and the procedures of the Board of Directors as set out by the relevant governing documents and law.
- When formally speaking or writing in our governing role we will ensure our comments reflect current organisational policy even if they might be different to our personal views;
- When communicating in our private capacity (including on social media) we will be mindful of and strive to uphold the reputation of the school and Trust.

### **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 local governing body, and accept our fair share of responsibilities, including service on working groups as required.
- 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 arranged in advance with the Head Teacher and undertaken within the framework established by the Board of Directors.
- When visiting the school in a personal capacity (i.e. as a parent or carer), we will maintain our underlying governance responsibility.
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the local 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.
- In the interests of transparency we accept that information relating to governance will be collected and logged on the DfE's national database of governors (GIAS).

### **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.
- We will support the chair in ensuring appropriate conduct at meetings and in all other governance activities.
- We are prepared to answer queries from other governors in relation to the tasks we have undertaken on behalf of the local governing body.
- We will seek to develop effective working relationships with the Head Teacher, staff, parents and carers, the trust, external partners and the wider school 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 local governing body meeting.
- We will not reveal the details of any vote taken by the local governing body.
- We will ensure all confidential papers are held and disposed of appropriately.

### **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 local governing body business in the Register of
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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 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 local governing body.

### **Ceasing to be a governor**

- We understand that the requirements relating to confidentiality will continue to apply after a governor leaves office.
- We understand that a failure to attend consecutive meetings, without apologies, could result in our removal from the local governing body.

### **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 local governing body 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 local governing body member, such as the vice chair will investigate.
  - We agree to uphold the (Nolan) principles of public life as outlined at Annex 1
  - We agree to abide by the terms detailed within this code and acknowledge this by signing the declaration at Annex 2.
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## Annex 1

### 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.

**Integrity** - Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

**Objectivity** - Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**Accountability** - Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

**Openness** - Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**Honesty** – Holders of public office should be truthful

**Leadership** – Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## Annex 2

### Tudhoe Learning Trust Code of Conduct Acknowledgement Form

Name of Governor:	
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I hereby acknowledge the terms detailed within the Governors Code of Conduct and agree to abide by this code whilst I am an acting member of the governance team. I understand that the role is of a voluntary nature and, therefore, I will not receive payment for my duties.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_