

## **CODE OF CONDUCT FOR BOARD OF GOVERNORS/DIRECTORS OF ST THOMAS MORE ROMAN CATHOLIC ACADEMY**

### 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 will operate. (See also Appendix 1 re: general and statutory duties of the Directors.) We would also refer governors to the Seven Principles of Public Life, which are:-

*Selflessness – Holders of public office should take decisions 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 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 this.*

*Honesty – Holders of public office have a duty to declare any public 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 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 our headteacher is responsible for the implementation of policy, day to day management of the school and the implementation and operation of the curriculum.
3. We accept that all governors have equal status, and although appointed by different groups (i.e. parents, staff, Diocese) our overriding concern will be the welfare of the school as a whole.
4. We have no legal authority to act as individuals, except when the governing body has given 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.

### **Commitment**

8. We acknowledge that accepting office as a governor involves the commitment of significant time and energy.
9. 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.
10. We will get to know our school well and respond to opportunities to involve ourselves in school activities.
11. We will consider seriously our individual and collective needs for training and development.

### **Relationships**

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

### **Confidentiality**

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

### **Conduct**

17. 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.
18. We will only speak or act on behalf of the governing body when we have been specifically authorised to do so.
19. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body.
20. Our visits to school will be undertaken within the framework established by the governing body, in agreement with the headteacher and staff.
21. In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

### **Suspension**

22. If the need arises to use the sanction of suspending a governor, we will do so by following the Procedures Regulations so as to ensure a fair and objective process.

### **Removal**

23. We recognise that removing a governor from office is a last resort, and that it is the appointing bodies who have the power to remove those they appoint.  
If the need arises to use the sanction of removing a governor, we will do so by following the Constitution Regulations so as to ensure a fair and objective process.