



Paternoster School

Governor Code of Conduct

The governing body has the following core strategic functions:

Establishing strategic direction by:

- Contributing to setting the visions and values of the school
- Agreeing the school development plan with priorities, objectives and targets
- Meeting statutory dates

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 school are managed

As individuals on the governing body we agree to the following:

Role and Responsibilities

- We understand the purpose of the governors and the role of the headteacher
- We accept that we have no legal authority to act individually, except when the governing body has given us delegated authority to do so. We will only speak on behalf of the governing body if we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the governing body or its delegated persons. This means that we will not speak against majority decisions outside the governors 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 the 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 body.
- We will actively support and challenge the headteacher.

Commitment

- We acknowledge that accepting office as a governor involves the commitment of time.

- We will each involve ourselves actively in the work of the governors and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend meetings and where we cannot attend give notice to the committee chair.
- We will get to know the school and respond to opportunities to involve ourselves in school activities.
- We will visit the school, with all visits arranged in advance with the headteacher, and undertaken within the framework agreed by the governors and the headteacher.
- We will consider our individual and collective needs for training and development and will undertake relevant training.
- We accept that in the interests of open governance, our 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.

Relationships

- We will 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 and stakeholders.
- We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer questions from other governors in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the effort that has been committed to the delegated function by those involved.
- We will seek to develop an effective working relationship 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 governors meeting.
- We will not reveal the details of any governing body vote.

Conflict of interest

- We will record any pecuniary or other business interest that we have in connection with the governing body's business in the Register of Business Interests, and if any 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 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.

Breach of Code of Conduct

- If we believe the code has been breached, we will raise this issue with the chair and the chair will investigate. The 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 governor, such as the vice chair will investigate.

Reviewed by FGB September 2018

Review date September 2019