



Code of Conduct for the Governing Body

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

We will focus on our core governance functions:

- 1. Ensuring there is clarity of vision, ethos and strategic direction by:**
 - Agreeing the school improvement strategy with priorities and targets
 - Meeting statutory duties

- 2. Holding executive leaders to account for the educational performance of the school and its pupils and the performance management of staff by:**
 - Appointing and conducting performance management of the Headteacher
 - Monitoring educational performance of the school and progress towards targets
 - Contributing to school self-evaluation

- 3. Overseeing the financial performance of the school and making sure its money is well spent by:**
 - Setting the budget
 - Monitoring spending against the budget
 - Ensuring money is well spent and value for money is obtained
 - Ensuring risks to the organisation are managed

- 4. Ensuring the voices of stakeholders are heard by:**
 - Gathering the views of pupils, parents and staff and reporting on the results.
 - Reaching out to the school's wider community and inviting them to play their part.
 - Using the views of stakeholders to shape the school's culture and the underpinning strategy, policies and procedures.

Code of Conduct for the Governing Body

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. 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 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.

As individual board members we agree to:

Fulfil our role & responsibilities

- We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in operational day-to-day management of the school.
- We will develop, share and live the ethos and values of our school.
- We will work collectively for the benefit of the school and accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will stand by the decisions that we make as a collective and will not speak against majority decisions outside the governing board meeting, including online on social media or networking sites.
- We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
- We will have regard to our responsibilities under The Equality Act and will work to advance equality of opportunity for all.

Code of Conduct for the Governing Body

Fulfil our role & responsibilities cont.

- Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
- We will consider how our decisions may affect the school and local community.
- When making or responding to criticism or complaints we will follow the procedures established by the governing board.
- We will be candid but constructive and respectful when holding senior leaders to account.
- We agree to adhere to the school's rules and policies, and the procedures of the governing board 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 school 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
- We will avoid, as far as possible, becoming involved in any communication which may lead to a conflict of interest with the role of the governing board.

Demonstrate our commitment to the role:

- 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 serving on committees or working groups.
- We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
- If unable to attend a meeting we will, when possible, submit our comments, questions and ideas on agenda items in writing in advance to the Chair, for inclusion at the meeting.
- We undertake to prepare for meetings by reading and reviewing the documents uploaded to Governorhub in advance and being ready to make a positive contribution and observe protocol.
- 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 headteacher and undertaken within the framework established by the governing board.
- When visiting the school in a personal capacity (i.e. as a parent or carer), we will continue to honour the commitments we made as a governor.
- We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

Code of Conduct for the Governing Body

Build and Maintain Relationships

- We will develop effective working relationships with school leaders, staff, parents and other relevant stakeholders from our local community/communities.
- We will express views openly, courteously and respectfully in all our communications with other governors, the clerk to the governing board and school staff, both in and outside of meetings.
- We will support the chair in their role of leading the board and ensuring appropriate conduct both at meetings and at all times.
- We will work to create an inclusive environment where each board member's contributions are valued equally.
- We are prepared to answer queries from other board members in relation to delegated functions such as Statutory/ Link role 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.

Respect confidentiality

- We will observe complete confidentiality both inside and outside of school and online when matters are deemed confidential or where they concern individual staff, pupils or families.
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing board meeting.
- We will not discuss school business online on any social media or networking sites, whether they be public or private.
- We will not reveal the details of any governing board vote.
- We will ensure all confidential papers are held and disposed of appropriately.
- We understand that the requirements relating to confidentiality will continue to apply after a governor leaves office.

Declare conflicts of interest and be transparent

- We will declare any business, personal or other interest that we have in connection with the board's business, and these will be recorded in the register of business interests.
- We will also declare any conflict of loyalty at the start of any meeting should the need arise.
- If a conflicted matter arises in a meeting, we will offer to leave the meeting for the duration of the discussion and any subsequent vote.
- We accept that the Register of Business Interests will be published on the school's website.
- We will act as a governor; not as a representative of any group.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing board, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school website.
- We accept that information relating to board members will be collected and recorded on the DfE's national database (Get Information about Schools), some of which will be publicly available.

Code of Conduct for the 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 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 governing board member, such as the vice chair will investigate.

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

We agree that this code of conduct will be reviewed annually and it will be endorsed by the full governing board.

This revised Code was adopted by the governing board of Dereham Church Infant & Nursery School on:

Signed by Chair: *Patricia T Waller*

Date: *9th December 2022*