

## **Code of conduct for the Governing Board of**

### **St Andrew the Apostle Catholic Primary School**

#### **Introduction**

The following is not a definitive statement of responsibilities but is concerned with the common understanding of broad principles by which the governing board and individual governors will operate.

**The governing board 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 the Head teacher is responsible for the implementation of policy, 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 our overriding concern will be the welfare of the school as a whole.
4. We have no legal authority to act individually, except when the governing board has given us 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 governance and shall be seen to be doing so.
7. We will consider carefully, how our decisions may affect other schools/ centres for learning.

#### **Commitment**

8. By becoming a governor we agree to make every effort to attend meetings
9. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
10. We will each involve ourselves actively in the work of the governing board, attend regularly and accept our fair share of responsibilities, including service on committees or working groups.
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 school, staff, parents / carers, the LA, other relevant agencies and the community.

## **Confidentiality**

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

## **Conduct**

17. We will encourage the open expression of views at meetings, but accept collective responsibility for all decisions made by the governing board or its delegated agents. This means we will not speak out *against* decisions, in public or private, outside the governing board.
18. We will only speak or act on behalf of the governing board 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 board.
20. Our visits to the school will be undertaken within the framework established by the governing board, in agreement with the head teacher and staff.
21. In discharging our duties and general conduct 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 which 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.