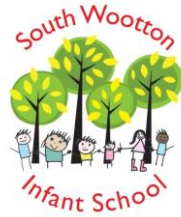


# SOUTH WOOTTON INFANT SCHOOL



## Code of Conduct for School Governing Body

This code sets out the expectations and commitment required from our School Governors in supporting the school, in its aims and objectives enabling our students to grow, within a warm and welcoming environment, in line with our schools mission of **Smile! Work! Inspire! Succeed!** This is designed to complement the staff code of conduct, which promotes a whole school culture, which is safe and inclusive.

The 7 core principles that underpin the work of the Governors, in line with the schools overall objectives are:

- **Selflessness**
- **Integrity**
- **Objectivity**
- **Accountability**
- **Openness**
- **Honesty**
- **Leadership**

### The Governing Body has the following core strategic functions:

#### **Establishing the strategic direction, by:**

- Setting the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

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

- Appointing the Head Teacher
- Monitoring progress towards targets
- Performance managing the Head Teacher
- Engaging with stakeholders
- Contributing to school self-evaluation

#### **Ensuring financial integrity, by:**

- Setting the budget
- Monitoring spending against the budget

- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

## **As individuals on the Governing Body, we agree to the following:**

### **Role & Responsibilities**

- We understand the purpose of the Governors and the role of the Head Teacher.
- We accept that we have no legal authority to act individually, except when given delegated authority to do so, and therefore we will only speak on behalf of the Governing body when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the Governing Body and will not speak against majority decisions outside the 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 government 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. 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 Head Teacher.

### **Commitment**

- We acknowledge that accepting office as a Governor involves the commitment of time and energy.
- We will each involve ourselves actively in the work of the Governing Body, and accept our fair share of responsibilities, including service on committees or working groups.
- 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 to school arranged in advance with the staff and undertaken within the framework established by the governing body and agreed with the Head Teacher.
- 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 government, our names, terms of office, roles on the governing body, category of governor and the body responsible for appointing us will be published on the school's website.

### **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 with other Governors.
- We will support the Chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from other Governors in relation to delegated functions 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 Head Teacher, 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 Governing Body meeting.
- We will not reveal the details of any Governing Body vote.

### **Conflicts of interest**

- We will record any business interests (including those related to people we are connected with) that we have in connection with the Governing Body's business in the Register of 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's 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 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 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.

**Adopted by the Governing Body of South Wootton infant school on 26/11/2015**

**Reviewed and approved on 15/02/2024**