

**A CODE OF CONDUCT FOR THE GOVERNING BODY OF ALVASTON INFANT AND NURSERY 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 Body and individual governors will operate. 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 and 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 such as parents, staff, LA – 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 Body 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 government and should 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 amounts of 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 the 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 the head, staff and parents, the Children’s Service Authority and other relevant agencies and the community

**Conduct**

14. 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

15. We will only speak or act on behalf of the governing body when we have specifically authorised to do so.

16. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body.

17. Our visits to school will be undertaken within the framework established by the governing body and agreed with the head teacher.

18. In discharging our duties, we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

19. Governors will treat each other with respect and courtesy at all times.

**Confidentiality**

20. Decisions reached at governing body meetings are normally made public through minutes and reports, however, governors should ensure confidentiality, when required, in respect of the discussions on which the decisions were based.

21. Individual governors should observe complete confidentiality in all matters discussed at governing body meetings especially in relation to matters concerning staff or pupils and also any other matters agreed by the governing body. Failure to comply can lead to disciplinary actions.

22. Governors should exercise the highest degree of caution when involved in sensitive issues arising outside the governing body which may have an impact on the work of the governing body or the operation of the school.

23. On ceasing to be a governor, individuals should ensure all information relating to the school is returned to either the school or governing bodies section for effective disposal.

24. I understand that if a governor is found in breach of his or her confidentiality to the school, staff or to the pupils, the governing body can decide to suspend a governor for up to a period of six months.

**The Seven Principles of Public Life.**

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 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, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the 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 Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

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 robustly support these principles by leadership and example and be willing to challenge poor behaviour wherever it occurs.

**I confirm I have read, understood and agree to adhere to the Code of Conduct for the Governing Body of Alvaston Infant and Nursery School**

Name ............................................ Signature ...................................................

Role ................................................................................................................................

Date ................................................................................................................................