

## Code of Practice

### Barlow C of E Primary School

At a meeting of the Full Governing Body held on 7<sup>th</sup> October 2015 the principles and procedures embodied within this Code of Practice were formally adopted.

#### **General**

- we have corporate responsibility for determining, monitoring and keeping under review the strategic policies, plans and procedures within which the school operates;
- we recognise that the headteacher is responsible for the implementation of policy, day-to-day management of the school and the implementation of the curriculum;
- we accept that all governors have equal status, and although appointed by different groups (e.g. parents, staff, LA) our overriding concern will be the welfare of the school as a whole;
- we have no legal authority to act individually, except when the governing body has given us delegated authority to do so;
- we have a duty to act fairly and without prejudice, and in so far as we have responsibility for the employment of staff, we will fulfil all that is reasonably expected of a good employer;
- we will encourage open government and should be seen to be doing so;
- we will consider carefully how our decisions may affect other schools and the community served by our school.
- we will publish up-to-date details of governance arrangements on our website in a readily accessible form to include:-
  1. The structure and remit of the governing body and any committee, and the full names of the chair of each.
  2. For each Governor who has served over the past 12 months:-
    - a) their full names, date of appointment, term of office, date they stepped down (where applicable), who appointed them (in accordance with the governing body's instrument of government).
    - b) relevant business and pecuniary interests (as recorded in the register of business interests) including governance roles in other educational institutions.
    - c) any material interests arising from relationships between governors and school staff (including spouses, partners and close relatives)
    - d) attendance record at governing body and committee meetings over the last academic year.

Failure by governors to provide this information to the governing body in order that they can fulfil their responsibilities will be in breach of the code of conduct and as a result will bring the governing body into disrepute. In such cases the governing body may consider suspending the governor.

#### **Commitment**

- 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 body, attend regularly, and accept our fair share of responsibilities, including service on committees or working groups;

- we will get to know the school well and respond to opportunities to involve ourselves in school activities;
- we will consider seriously our individual and collective needs for training and development.

### **Relationships**

- we will strive to work as a team;
- we will seek to develop effective working relationships with the head, staff, parents, the LA and other relevant agencies (including the Diocesan Authorities, where appropriate) and the community.

### **Confidentiality**

- we will observe complete confidentiality when required or asked to do so by the governing body, especially regarding matters concerning individual staff or pupils;
- as a matter of trust we will not discuss the views of fellow governors with members of the public outside our meetings;
- we will exercise the greatest prudence if a discussion of a potentially contentious issue affecting the school arises outside the governing body.
- we will take great care when using any social media platforms that we do not break any confidences or bring the school or governing body into disrepute.

### **Conduct**

- 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;
- we will not speak or act on behalf of the governing body unless we have been specially authorised by it to do so;
- in making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body;
- our visits to the school will be undertaken within the framework established by the governing body and agreed with the headteacher;
- in discharging our duties we will always be mindful of our responsibility to maintain and develop the aims, values, ethos and reputation of our school;
- we will abide by The Nolan Principles of Public Life.
- We will not use any social media platforms to bring the school into disrepute or discuss any confidential issues.