

# Woolenwick Junior School Governing Body Governors Code of Conduct Policy (V1)

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|------------------------------------|----------------------------------|
| Policy Name                        | Governors code of conduct policy |
| Created by                         | GB                               |
| Responsibility of                  | School Improvement               |
| Reviewed by                        | GB                               |
| This Review Date                   | May 2013                         |
| Next Review Due                    | May 2017                         |
| Cycle                              | 4 years                          |
| Ratified by Full Governing Body on | 12/6/13                          |

## Version History

| Version | Amendments | Date     | Author |
|---------|------------|----------|--------|
| V1      | reviewed   | May 2013 | CS     |

## Ofsted criteria for an effective Governing Body is

- A full complement of governors
- An effective chairperson
- Good attendance at meetings
- A wide range of expertise and experience
- Open and honest relationships between governors and the headteacher and amongst themselves.
- Additional governors (if used) chosen with care
- New governors inducted to their role.

## General

The governing body will contribute most effectively to the school's aims by focusing on its three roles:

1. To provide a strategic view
  2. To act as a critical friend
  3. To hold the school to account for the educational standards it achieves and the quality of education it provides, and in turn to be accountable to stakeholders.
- Governors have the responsibility for determining, monitoring and keeping under review the policies, plans and procedures within which the school operates. The head teacher is responsible for the implementation of policy, day-to-day management and organisation of the school and operation of the curriculum.
  - All governors whatever their role, have equal status. Although governors are appointed/elected by different groups, their central and shared concern must be what is best for the current and future pupils of the school.

- Governors have a general duty to act fairly and without prejudice at all times.
- In so far as they have, or share, responsibility for the employment of staff, governors should fulfil all reasonable expectations of a good employer.
- Governing bodies should consider carefully how their own decisions might affect other schools.
- Governing bodies should encourage open governance and should be seen to do so.
- Governors do not act alone but as members of a corporate body. Individual governors have power only when it is delegated specifically to them by the whole governing body at a properly convened and minuted meeting.

### **Commitment**

- Being a governor involves a significant amount of time and energy. This should be kept in mind when agreeing to serve or to continue to serve on the governing body. The Governing Body does recognise that some governors have more time to give than others and everyone's contribution is valued.
- All governors should involve themselves actively in the work of the governing body and accept a fair share of responsibilities, including service on committees.
- Regular attendance at meetings of both the full governing body and committees is essential.
- Governors should know their school well and take opportunities to visit it and become involved in school activities.

### **Relationships**

- Governors should strive to operate as a team in which constructive working relationships are actively promoted.
- Governors should develop effective working relationships with the headteacher, staff, parents, the LA and their local community.

### **Confidentiality**

- Governors must observe complete confidentiality, especially in relation to matters concerning individual staff, pupils or parents.
- Although decisions reached at governors' meetings are normally made public through the minutes or otherwise, the discussions on which decisions are based should be treated as confidential.
- Governors should exercise the utmost prudence when discussions of potentially contentious issues arise outside the governing body.

## **Conduct**

- Governors should express their views openly in governing body meetings but must accept collective responsibility for all decisions.
- Governors should not purport to speak or act on behalf of the governing body except when they have been specifically authorised to do so.
- All visits to school should be undertaken within a framework which has been established by the governing body and agreed with the Headteacher.
- In responding to criticism or complaints relating to the school, governors should refer to the school's agreed Complaints Procedure and advise the complainant accordingly.
- Governors have the responsibility to maintain and develop the ethos and reputation of the school. Their actions within the school community should reflect this. In particular, they should keep in mind that actions they take as a private individual, including as a parent, may be perceived as taken on behalf of the governing body.
- Any pecuniary interest that a governor may have in connection with the governing body's business must be recorded in the Register of Business Interests.
- Where an interest is declared, the governor must leave the meeting while the item is under discussion