

# THORP PRIMARY SCHOOL

## GOVERNOR CODE OF CONDUCT



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# THORP PRIMARY SCHOOL

## GOVERNOR CODE OF CONDUCT

This code<sup>1</sup> sets out the expectations on, and commitment required from, school governors in order for the governing body to properly carry out its work within the school and the community. The code of conduct sets forth the purpose of the governing body and describes the appropriate relationship between individual governors, the whole governing body, and the school senior leadership team. The governing body is an accountable body. It is responsible for the conduct of the school and for ensuring that high standards continue to be met. The governing body aims to ensure that children are provided with an excellent education, supports their well being, and provides a safe place to learn.

### **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 policy framework to achieve those objectives
- Agreeing the school improvement strategy with priorities and targets
- Setting statutory targets
- Meeting statutory duties

Challenges and supports the school (as a critical friend) by monitoring, reviewing and evaluating:

- The implementation and effectiveness of school policies
- Progress towards targets
- The implementation and effectiveness of the school improvement plan
- The budget and staffing structure.

Ensuring accountability, by:

- Monitoring pupil progress against targets set by the governing body
- Holding the headteacher to account for the performance of the school
- Responding to external bodies, such as the Local Authority, Department for Education, or Ofsted when necessary
- Contributing to and signing off the school self-evaluation
- Ensuring parents and pupils are involved, consulted, and informed where appropriate
- Making information about the school available to the community.

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<sup>1</sup> Adapted from the model code of conduct provided by the National Governors Association, see <http://www.nga.org.uk/Guidance/Legislation,policies-and-procedures/Model-Policies/Code-of-Practice.aspx>.

## **As individuals on the governing body we agree to the following:**

### **Role & Responsibilities**

- We understand the purpose of the governing body and the role of the headteacher.
- We accept that we have no legal authority to act individually, except when the governing body has given us 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 or its delegated agents. This means that we 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 headteacher.

### **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, and accept our fair share of responsibilities, including service on committees or working groups.
- We will make every effort to attend all meetings, and when we cannot attend explain in advance why we are unable to do so.
- 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 headteacher. As set out in the Governor Visits Policy.
- We will consider seriously our individual and collective needs for training and development, and will undertake relevant training

### **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 headteacher, 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, pupils or parents and carers, both inside or outside school.
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside of a governing body meeting.
- We will not reveal the details of any governing body vote.

## **Conflicts of interest**

- We will record any pecuniary or other business interest (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 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 deputy chair will investigate.

**The Governing Body of Thorp Primary School, Royton, Oldham adopted this code of practice on xxx.**

## **The Seven Principles of Public Life**

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

**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 seek to 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.

**Accountability** - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever 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 restrict information only when the wider public interest clearly demands.

**Honesty** - Holders of public office have a duty to declare any private 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 support these principles by leadership and example.