



Ravenshall

all different | all equal | all important

School Governor Code of Conduct

January 2019

Code of Conduct for all members of Ravenshall School Governing Body

There are certain key principles that underpin the work of governing bodies. These include the 3 main roles:

- To provide a strategic view
- To act as a critical friend
- To ensure accountability

Headteachers and governors work very hard for the benefit of the pupils in their care. It is important to engender positive working relationships if this partnership is to be successful, remembering that in all their work, all governors are equal and share equal responsibility.

A definition of partnership is:

“A working relationship that is characterised by a shared sense of purpose, mutual respect and the willingness to negotiate. This implies a sharing of trust, information, responsibility, skills, decision-making and accountability.”

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 (ie 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 our Head, staff, parents, the LA, and other relevant agencies and the community.

Confidentiality

- 14 We will observe confidentiality regarding proceedings of the Governing Body in meetings and from our visits to school as governors.
- 15 We will observe complete confidentiality when required or asked to do so by the Governing Body, especially regarding matters concerning individual staff or students.
- 16 We will exercise the greatest prudence if a discussion of a potentially contentious issue affecting the school arises outside the Governing Body.

Conduct

- 17 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.
- 18 We will only speak or act on behalf of the Governing Body when we have been specifically authorised to do so.
- 19 In making or responding to criticism or complaints affecting the school, we will follow the procedures established by the Governing Body.
- 20 Our visits to school will be undertaken within the framework established by the Governing Body, in agreement with the Head and staff.
- 21 In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

Suspension

- 22 If the need arises to use the sanction of suspending a governor, we will do so by following the Procedures Regulations so as to ensure a fair and objective process.

Removal

- 23 We recognise that removing a governor from office is a last resort, and that it is the appointing bodies which have the power to remove those they appoint.

Our mutual expectations of one another are that the Headteacher should:

- Share information with governors, whether it is good or bad.
- Trust governors to act professionally regarding this information and any discussion that may take place in governing body meetings or committee meetings.
- Be familiar with legislation to help governors to make the right decisions.
- Encourage the governing body to improve (through training and self-review) and be a part of the planning process.
- Know and value individual governor's skills and talents.
- Encourage all governors, new and experienced, to participate fully in the business of the governing body.
- Promote the role of the governor in school and in the community, so that staff and others understand the purpose and responsibilities of the school governor.

The Governor should:

- Attend meetings regularly, making the governing body meeting a priority once per half term.
- Read any distributed paperwork prior to the meeting.
- Be prepared to be a member of at least one committee.
- Observe confidentiality and never discuss an individual teacher or pupil at a meeting or the content of a discussion outside the governing body.
- Put the interests of the pupils and staff at the heart of their actions.
- Be willing to learn by visiting the school in an appropriate manner.

- Understand the difference between governance and management and never step over the 'invisible line', remembering also that a governor is not an inspector.
- Be a supportive ear for parents but not the receiver of complaints.
- Be committed to training and agree to undertake appropriate training in order to develop their own skills and support the development of the team of governors.
- Be an ambassador for the school, publicly supporting its aims, values and ethos.
- Never say or do anything publicly that would embarrass the school or the headteacher.

Signed: _____

Name _____

Date _____

