

**SOUTH TYNESIDE GOVERNOR SUPPORT SERVICE**  
**Code of Conduct for Governing Boards**  
**Ss Peter and Paul RC Voluntary Aided 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 board and individual governors will operate.

The governing board 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 Head Teacher is responsible for the implementation of policy, day-to-day management of the school and the implementation of the curriculum.
3. We accept that all governors have equal status, and although appointed by different groups (i.e. parents, staff, the Church etc) 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 board 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 an employer.
6. We treat each other and all the school community with courtesy and respect and will demonstrate honesty and discretion in matters relating to the governing board.
7. We will encourage transparent government and shall be seen to be doing so.
8. We will consider carefully how our decisions may affect other schools.

**Commitment**

9. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
10. We will each involve ourselves actively in the work of the governing board, attend meetings regularly and accept our fair share of responsibilities, including service on committees or working groups.
11. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
12. We will strive to improve our effectiveness as governors through training and other developmental activities.

## **Relationships**

13. We will strive to work as a team.
14. We will seek to develop effective working relationships with our Head Teacher, staff, parents, the LEA, other relevant agencies and the community.

## **Confidentiality**

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

## **Conduct**

18. We will encourage the open expression of views at meetings, but accept collective responsibility for all decisions made by the governing board or its delegated agents. This means we will not speak out against decisions, in public or private, outside the governing board.
19. We will only speak or act on behalf of the governing board when we have been specifically authorised to do so.
20. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing board.
21. Our visits to school will be undertaken within the framework established by the governing board, in agreement with the Head Teacher and staff.
22. In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

## **Publication of Governor's Details and the Register of Interests**

23. We recognise that as governors we hold an important public office and our identity should be known to our school and wider communities.
24. As a governing board we will publish information about our members. The information that we will publish, as a minimum will include for each governor:
  - their name;
  - their category of governor;
  - which body appoints them;
  - their term of office;
  - the names of any committees the governor serves on; and

- details of any positions of responsibility such as chair or vice-chair of the governing board or a committee of the governing board.
25. As a governing board we will also publish this information for associate members, making clear whether they have voting rights on any of the committees that they serve on.
  26. We recognise that from 1 September 2015, as a governing board we will be under a duty to publish governors register of interests on our website. This register will set out the relevant business interests of governors and details of any other educational establishments they govern. The register will also set out any relationships between governors and members of the school staff including spouses, partners and relatives.
  27. We agree that any governor failing to reveal information to enable the governing board to fulfil their responsibilities will be in breach of the code of conduct and as a result be bringing the governing board into disrepute. In such cases we the governing board will consider suspending the governor.

### **Suspension**

28. If the need arises to use the sanction of suspending a governor, we will do so by following the appropriate regulations so as to ensure a fair and objective process.

### **Removal**

29. 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.
30. If the need arises to use the sanction of removing a governor, we will do so by following the appropriate regulations so as to ensure a fair and objective process.

The governing board adopted this Code of Conduct on 21.10.15