

BWMAT Code of conduct for Governors on Local Governing Boards.

The local governing board (LGB) has the following core strategic functions:

Establishing the strategic direction, by:

- Setting the vision, values, and objectives for the school within the context of the wider BWMAT vision
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing the headteacher in conjunction with the BWMAT
- Ensuring the school welcomes visits from the BWMAT central team and completes information returns to the central team promptly
- Monitoring progress towards targets
- Performance managing the headteacher in conjunction with BWMAT central team colleagues and, where applicable, trustees
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Proposing the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

As members of the LGB we agree to the following:

Role & Responsibilities

- We commit to celebrating and developing the ethos of the school,
- We will always be mindful of our responsibility to maintain, celebrate and develop the ethos and reputation of BWMAT schools. Our actions within the school and the local community will reflect this.
- We understand the purpose of the local governing board and the role of the headteacher. We understand the governance structure of the BWMAT and our delegated responsibility within it and accept the authority of the BWMAT Trustees as set out in the BWMAT scheme of delegation.
- We accept that we have no legal authority to act individually, except when the LGB has given us delegated authority to do so, and therefore we will only speak on behalf of the LGB when we have been specifically authorised to do so.

- We accept collective responsibility for all decisions made by the LGB or its delegated agents. This means that we will not speak against majority decisions outside the LGB 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 governance and will act appropriately.
- We will consider carefully how our decisions may affect the community and other schools.
- In making or responding to criticism or complaints we will follow the procedures established by the BWMAT board.
- We will actively support and challenge the headteacher and welcome the support and guidance of BWMAT central staff and Trustees in this and in undertaking the headteacher's performance management process.
- We will be mindful of our part in ensuring the safety of the children on our school, particularly ensuring that the safeguarding measures in our school are as comprehensive as possible.

Commitment

- We acknowledge that being a governor involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of the local governing board, and accept our fair share of responsibilities, including service on committees or working groups.
- We will prepare for meetings by reading papers and considering the matters to be discussed beforehand.
- We will contribute to the improvement of all the schools in the BWMAT by playing an active role in our local BWMAT hub.
- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- 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 arranged in advance with the headteacher and undertaken within the framework established by the LGB.
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.
- We accept that, in the interests of open government, our full names, date of appointment, terms of office, roles on the LGB, attendance records, relevant

business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school's website.

- In the interests of transparency we accept that information relating to governors will be collected and logged on the DfE's national database of governors (Get Information About Schools, formerly Edubase).

Relationships

- We will strive to work as a team which promotes constructive working relationships.
- 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 LGB members 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 BWMAT, the local authority, and other relevant agencies and the community.
- We will welcome BWMAT trustees and central staff to our meetings. We accept BWMAT trustees' contributions to key discussions and decisions.
- We will be mindful of how our profile and our discussions on social media may reflect on the BWMAT and the school community and guard against bringing them into disrepute.

Confidentiality

- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside school.
- We will be cautious, wise and discreet at all times when discussions regarding school or BWMAT trust business arise outside a governing board meeting, especially when discussions take place on social media.
- We will not reveal the details of any governing board vote.
- We will only use a BWMAT e-mail for governor matters.

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 LGB's

business in the Register of Business Interests, and if any such conflicted matter arises in a meeting we will leave the meeting for the appropriate length of time. We accept that the Register of Business Interests will be published on the school's website.

- 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 LGB.

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 LGB 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 LGB member, such as the vice chair, will investigate.

The Seven Principles of Public Life

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.

(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).

Community School Code Adopted by the local governing board of [name of school] on [date].