

# THE GREVILLE PRIMARY SCHOOL

## CODE OF CONDUCT FOR GOVERNORS

### 2025- 26

This code 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.

This Code should be read in conjunction with the relevant law.

#### **Governing Body core functions:**

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

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

#### **Role and Responsibilities**

- We accept that our role is strategic and so will focus on our core functions
- We will respect the role of the senior leadership team and their responsibility for the day to day management of the organisation and avoid any actions that might undermine such arrangements.
- We will develop, share and live the ethos and values of our school.
- We agree to adhere to school policies and procedures as set out by the relevant governing documents and law.
- We will work collectively for the benefit of the school.
- We will actively support and challenge the school leadership team in a constructive way.
- We will consider how our decisions may affect the schools and local community.
- Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
- We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
- 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. 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 governance and will act appropriately.

- 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 we will follow the procedures established by the governing body.
- When formally speaking or writing in our governing role we will ensure our comments reflect current organisational policy even if they might be different to our personal views;
- When communicating in our private capacity, including on social media, we will be mindful of and strive to uphold, the reputation of the school.

### **Safeguarding**

- We will read Part 1 and 2 and annex a of Keeping Children Safe in Education and sign a document to show we have read the guidance.
- We will report all concerns to the Designated Safeguarding Lead.

### **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 full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will not send personal emails or texts during meetings or check social media during meetings.
- We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
- 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 governing body and attend assurance seeking visits at least twice a year.
- When visiting the school in a personal capacity e.g. as a parent or carer, we will maintain our underlying responsibility as a governor.
- We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing body, 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 (GIAS).

## **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, the clerk to the governing body and school staff both in and outside of meetings.
- 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 board 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 Senior Leadership Team, staff and parents, the local authority, the diocese 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 or pupils, both inside or outside school.
- We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing body meeting.
- We will not reveal the details of any governing board vote.
- We will ensure all confidential papers are held and disposed of appropriately.

## **Conflicts of interest**

- We will declare and 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 accept that the Register of Business Interests will be published on the school 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 governing body.

## **Ceasing to be a governor**

- We understand that the requirements relating to confidentiality will continue to apply after a governor leaves office.

## **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 governing body member, such as the vice chair will investigate.

## Removal from Office

The governing body in determining whether to remove, rather than suspend a governor will make reference to the *School Governance (Constitution and Federations) (England) (Amendment) Regulations 2017* and statutory guidance issued in August 2017 in considering whether:

- There have been repeated grounds for suspension
- Serious misconduct has occurred which either threatens to bring the school, governing body or governance into disrepute
- There has been serious or repeated failure to contribute meaningfully to the effectiveness of governance at the school, such as non-attendance at meetings, not engaging in training or not participating in meetings.
- They have engaged in conduct aimed at undermining British values.
- The actions of the governor are sufficiently detrimental and compromise the operational efficiency of the school

### 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.

**Integrity** - Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

**Objectivity** - Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**Accountability** - Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

**Openness** - Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**Honesty** – Holders of public office should be truthful

**Leadership** – Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Adopted by the governing body of The Greville Primary School on 29<sup>th</sup> September 2025.

Signed.....Name of Governor