



## **Mill Lane Community School** *Together we can succeed*

### **Code of Conduct for the Governing Body**

The governing body has adopted the following principles and procedures:

#### **Purpose of the governing body**

The governing body is the school's accountable body. It is responsible for the conduct of the school and for promoting high standards. The governing body aims to ensure that children are attending a successful school which provides them with a good education and supports their well-being.

#### **We agree to abide by the Seven Nolan Principles of Public Life:**

##### **Selflessness**

We will act solely in terms of the public interest.

##### **Integrity**

We will avoid placing ourselves under any obligation to people or organisations that might try inappropriately to influence us in our work. We will not act or take decisions in order to gain financial or other material benefits for ourselves, our family, or our friends. We will declare and resolve any interests and relationships.

##### **Objectivity**

We will act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

##### **Accountability**

We are accountable to the public for our decisions and actions and will submit ourselves to the scrutiny necessary to ensure this.

##### **Openness**

We will act and take decisions in an open and transparent manner. Information will not be withheld from the public unless there are clear and lawful reasons for so doing.

##### **Honesty**

We will be truthful.

##### **Leadership**

We will exhibit these principles in our own behaviour. We will actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

#### **We will focus on our core governance functions:**

1. Ensuring there is clarity of vision, ethos, and strategic direction.
2. Holding the headteacher to account for the educational performance of the organisation and its pupils and the performance management of staff.
3. Overseeing the financial performance of the school and making sure its money is well spent.
4. Ensuring the voices of stakeholders are heard.

## **As individual board members, we agree to:**

### **Fulfil our role & responsibilities**

1. We understand the purpose of the governing body and the role of the headteacher as set out above.
2. 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.
3. We have a duty to act fairly and without prejudice and, as far as we have responsibility for staff, we will fulfil all that is expected of a good employer.
4. We will be candid but constructive and respectful when holding senior leaders to account.
5. We will encourage open governance and will act appropriately.
6. 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.
7. We will consider carefully how our decisions may affect the community and other schools.
8. 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.
9. In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing body.
10. We will strive to uphold the school's reputation in our private communications (including on social media).
11. We will have regard to our responsibilities under [The Equality Act](#) and will work to advance equality of opportunity for all.

### **Demonstrate our commitment to the role**

12. We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.
13. 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.
14. We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to do so.
15. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
16. Our visits to school will be arranged in advance with staff and undertaken within the framework established by the governing body and agreed with the headteacher. When visiting the school in a personal capacity (i.e. as a parent or carer), we will continue to honour the commitments made in this code.

17. We will consider seriously our individual and collective needs for training and development and will undertake relevant training.
18. We are committed to actively supporting and challenging the headteacher.

### **Build and maintain relationships**

19. We will strive to work as a team in which constructive working relationships with school leaders, staff, parents, and other relevant stakeholders from our local community/communities are actively promoted.
20. We will express views openly, courteously, and respectfully in our communications with other governors.
21. We will work to create an inclusive environment where each board member's contributions are valued equally.
22. We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.

### **Respect confidentiality**

23. We will observe confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside and outside the school.
24. We will always exercise the greatest prudence when discussions regarding school business arise outside a governing body meeting.
25. We will not reveal the details of any governing body vote.
26. We will maintain confidentiality even after we leave office.

### **Declare conflicts of interest and be transparent**

27. We will record any pecuniary or other business interest that we have in connection with the governing body's business in the Register of Business Interests.
28. We will declare any pecuniary interest – or a personal interest that could be perceived as a conflict of interest – in a matter under discussion at a meeting and offer to leave the meeting for the appropriate length of time and for any subsequent vote.
29. We accept that the Register of Business Interests will be published on the school/trust's website.
30. We will act in the best interests of the school/trust as a whole and not as a representative of any group.
31. We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing board, 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.
32. We accept that information relating to board members will be collected and recorded on the DfE's national database of governors (Get information about schools), some of which will be publicly available.

### **Breach of this Code of Conduct**

33. If we believe this Code has been breached, we will raise this issue with the chair and the chair will investigate; the governing body should only use suspension as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
34. We understand that any allegation of a material breach of this Code of Conduct by any governor shall be raised at a meeting of the governing body and, if agreed to be substantiated by a majority of governors, shall be minuted and can lead to consideration of suspension by the governing body.
35. We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

**The Governing Body of Mill Lane Community School adopted this Code of Conduct on:  
23<sup>rd</sup> November 2022**

Agreed by the Full Governing Body



Chair of Governors  
23.11.22

#### **Undertaking:**

As a member of the governing body I will always have the well-being of the children and the reputation of the school at heart; I will do all I can to be an ambassador for the school, publicly supporting its aims, values and ethos; I will never say or do anything publicly that would embarrass the school, the governing body, the headteacher or staff.

#### **Signed:**

**Printed Name:**

**Date:**

The Full Governing Body agree that this Code of Conduct will be reviewed annually (normally at the first FGB after the start of the school year), upon significant changes to the law and policy or as needed and it will be endorsed by the full governing board.