

# *Marland School*

## **Governors Code of Conduct**

**Review Date:** 19<sup>th</sup> October 2016

**To be reviewed:** October 2018

## **Introduction**

The ability of a Governing Body to work together for the good of the school depends essentially on trust and an understanding of common purpose. This code of practice is not definitive but can be considered as a guide for what constitutes effective basic practice.

We as a Governing Body adopt the following principles and procedures:

## **Principles**

Our ethos and principles as the Governing Body of Marland School are based on our UK Government's '*Seven Principles of Public Life*' (The Nolan Principles), i.e.:

### **1. Selflessness**

Holders of public office should act solely in terms of the public interest.

### **2. 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.

### **3. Objectivity**

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

### **4. 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.

### **5. 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.

### **6. Honesty**

Holders of public office should be truthful.

### **7. 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.

## **General**

We have responsibility for determining, monitoring and keeping under review the broad policies, plans and procedures within which the school operates. This includes providing an appropriate degree of strategic leadership, support and challenge to ensure that high standards are achieved and sustained;

We recognise that the Marland School Principal is responsible for the implementation of policy, the leadership and day-to-day management of the whole school and the implementation of the 24 hour curriculum under our lead / direction;

We accept that all governors have equal status irrespective of who we are appointed by and/or represent (i.e. parents, staff, community, local authority / LA, Foundation & Trustee). Our overriding concern will always be the safeguarding, welfare and progress / achievement of the students first and foremost, followed closely by the school as a whole;

We have no legal authority to act individually, except when the Governing Body has given us delegated authority to do so;

We have a duty to act fairly and without prejudice and in so far as we have responsibility for the employment of staff, we will fulfil all that is reasonably expected of a good employer;

We will encourage open government and should be seen to be doing so;

We will consider carefully how our decisions may affect other schools.

### **Relationships**

We will strive to work as a cohesive, supportive, constructive team at all times;

We will seek to develop effective working relationships all associated parties, including but not limited by, the Principal, Staff, Parents, Students, the Local Authority, other Relevant Agencies and the Local Community.

### **Confidentiality**

We will observe complete confidentiality when required or asked to do so by the Governing Body, especially regarding matters concerning individual staff or students;

As a matter of trust we will not discuss the views of fellow governors with members of the public outside our meetings;

We will exercise the greatest prudence if a discussion of a potentially contentious issue affecting the school arises outside the Governing Body.

### **Conduct**

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;

We will only speak or act on behalf of the Governing Body when we have been specifically authorised to do so;

In making or responding to criticism or complaints affecting the school we will follow the procedures established by the Governing Body;

Our visits to the school will be undertaken within the framework established by the Governing Body and agreed with the Principal;

In discharging our duties we will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school.

### **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, attend regularly, and accept our fair share of responsibilities, including service on committees or working groups;

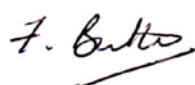
We accept that it is our responsibility to act as effective strategic leaders of the school, including:

- regular effective monitoring and reporting of standards in all areas to inform improvement
- appropriate, constructive strategic challenge that is always fair and soundly based on informed fact
- acting as a supportive critical friend to the leadership and staff of the school
- We will get to know the school well and respond to opportunities to involve ourselves in school activities;
- We will learn about, understand and have sympathy with the wide and complex range of our Students Social, Emotional and/or Mental Health (SEMH) related Special Educational Needs;
- We will consider seriously our individual and collective needs for training and development;

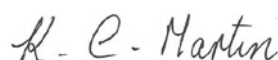
## Marland School Governing Body Commitment Agreement:

	As committed Governors, we individually and as a group agree, where at all possible, to prioritise:	Frequency / Cycle (Minimum)	Commitment per Governor (Minimum)
1	Attending all 'Full Governing Body' meetings	Twice per Term / Six per Year	Twice per Term / Six per Year
3	Undertaking a fair share of Governor monitoring visits (& completing the subsequent applicable reports) for: <ul style="list-style-type: none"> <li>➤ Curriculum / Subject provision:</li> <li>➤ General Monitoring (inc. Safeguarding, Finance &amp; Policies, standards data analysis, premises / infrastructure, systems, etc.)</li> <li>➤ Residential provision (ALL Governors analysing &amp; where appropriate challenging the findings of the Independent Monitoring Visitor to further improve Ofsted National Minimum Standards)</li> </ul>	Ongoing as part of the annual cycle  Ongoing as part of the annual cycle  Half -termly	Twice per Year per Link Subject  According to need but shared on an equitable basis  Half –termly during Governors Meetings
4	Attending a fair share of extraordinary meetings (general, budgetary, appeal, disciplinary, appraisal, etc.)	According to need but shared on an equitable basis	According to need but shared on an equitable basis
5	Representing the Governing Body at school celebration days (Open Day, End of Term Assemblies, Christmas meal, Fund Raising events, etc.)	As required	Minimum once per Year
6	Supporting, questioning and challenging the Principal and Staff with the monitoring, creation and maintenance of all essential school standards, planning, policies, procedures & other documentation, including but not limited by: <ul style="list-style-type: none"> <li>➤ School Development Plan (SDP)</li> <li>➤ Raising standards of Safeguarding, Care &amp; Welfare</li> <li>➤ Raising standards of teaching &amp; learning</li> <li>➤ Strategic development / direction</li> <li>➤ Ofsted Self Evaluation Summary (SES)</li> <li>➤ School Policies &amp; Procedures (recommended &amp; statutory)</li> <li>➤ Budgetary issues including: <ul style="list-style-type: none"> <li>- supporting funding issues</li> <li>- targeting new money streams</li> <li>- lobbying Council Members (if / as required)</li> </ul> </li> <li>➤ Publicising the school at Parental, Community, SENTient Trust, Regional, County Council &amp; National levels</li> </ul>	Termly Half Termly Half Termly Termly 6 Monthly Half Termly cycle  As required  Whenever opportunity arises	Governor input through the meetings listed above (1-5)
7	Our individual and group training needs and undertake accordingly.	As need is identified	As need is identified

Agreed on behalf of the Full Governing Body:



Faith Butler  
Chair of Governors



Kathy Martin  
Vice-Chair of Governors