



**Governor Code of Conduct**  
**2020/21 Academic Year**

This code of conduct sets out the expectations and commitment Batley Multi Academy Trust ('the Trust') expects of its Local Governing Bodies in order to effectively carry out their work in school and amongst the local community.

The Local Governing Body (LGB) has the following core functions:

1. Monitor the educational performance of the school and progress towards agreed targets.
2. Reach out and engage with the school's wider community.
3. Use the views of stakeholders to shape the school's culture and the underpinning strategy, policies and procedures.
4. Meet statutory duties.
5. Demonstrate good and effective governance.

By reading and signing this code of conduct you are confirming you understand the responsibilities you hold as a Governor and agree to adhere to these.

**Roles and Responsibilities**

- I understand the purpose of the Board of Members, Board of Trustees, the LGB and the role of the Executive Leaders across the Trust and Batley Girls' High School (BGHS).
- I accept that I have no legal authority to act individually.
- I accept collective responsibility for decisions made by the LGB and will not speak against majority decisions outside board meeting(s).
- I have a duty to act fairly and without prejudice.
- I will encourage open governance and follow good governance protocols.
- I will consider carefully how our decisions may affect the community and other schools.
- I will always be mindful of our responsibility to maintain and develop the ethos and reputation of BGHS and the Trust.
- In making or responding to criticism or complaints, I will follow the procedure as per policy.
- I will actively support and challenge Executive Leaders, as and when appropriate.
- I will accept and respect the difference in roles between Boards, Executive Leaders and staff, ensuring that we, as the LGB work collectively for the benefit of the school.
- I will respect the role of the Executive Leaders and their responsibility for the day-to-day management of the school and avoid any actions that might undermine such arrangements.
- I agree to adhere to the school's (and where relevant, the Trust's) rules, policies and procedures of the Board as set out by the relevant governing documents and law.
- When formally speaking or writing in the role of Governor, I will ensure comments reflect current policy (even if they might be different to our personal views).
- When communicating in a private capacity (including social media) I will be mindful of and strive to uphold the reputation of the school and the Trust.
- I will avoid, as far as possible, becoming involved in any communication which may lead to a conflict of interest with any respective board(s) within the Trust.
- I will actively support and act as a critical friend to the Co-Heads and Executive Leaders.



- I agree to observe the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership below.

*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.*



### **Commitment**

- I acknowledge that accepting office as Governor involves the commitment of a significant amount of time and energy.
- I will actively support the work of the school and accept the fair share of responsibilities, including serving on committees or working groups, where required.
- I will make every effort to attend **all** meetings (whether in person or using dial in facilities), achieving a minimum of 85% attendance. Where I cannot attend, I will send my apologies with as much notice as possible.
- I understand if I do not achieve 85% attendance (having not followed the above protocol) this may put my position on the board under review and may result in my position ceasing.
- I will respond to opportunities to involve myself in school activities.
- I will visit our school, with all visits arranged in advance with the staff and notifying the Co-Heads.
- I will ensure any compulsory training is completed within the first 12 months of joining the Board and undergo any continuous professional development throughout my term of office, including a willingness to commit to safeguarding, data protection, equality and diversity and HR-related training.
- I accept that in the interests of open governance, my full name, date of appointment, term of office, role on the governing board, attendance record, relevant business and pecuniary interest(s), category of representation and the body responsible for appointing me will be published on the school's website.
- In the interests of transparency I accept that information relating to our position will be collected and logged on the DfE's national database: Get Information About Schools.

### **Relationship**

- I understand the LGB will work as a team in which constructive working relationships are actively promoted.
- I will express views openly, courteously and respectfully in all communications.
- I will support the Chair (where appropriate) in their role of ensuring appropriate conduct at all times.
- I am prepared to answer queries from Members, Trustees and other Governors in relation to delegated functions and take into account any concerns expressed.
- I will seek to develop effective working relationships with the Co-Heads, staff, parents, the local authority, the local community and other relevant agencies.
- I will confront malpractice by speaking up against and bringing to the attention of the relevant authorities' any decisions and actions that conflict with the Seven Principles of Public Life or which may place stakeholders at risk.



**Confidentiality**

- I will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or students, both inside or outside of the school and where appropriate, the Trust.
- I will communicate electronically via my school-specific email address and will not send or receive any email communication via a personal email address.
- I will exercise the highest level of confidentiality when discussions regarding school business arise outside a LBG meeting.
- I will not reveal details of any vote.
- If hard copy documents are provided as part of the meeting I will ensure these are held or disposed of securely and appropriately.
- I understand that the requirements relating to confidentiality will continue to apply after my position on the Board ceases.

**Conflicts of Interest**

- I will act in accordance with the Conflicts of Interest and Register of Business Interests Policy and if any such conflicted matter arises in a meeting I understand that I may be requested to leave the meeting for the appropriate length of time.
- I will ensure I declare any conflict at the beginning of every meeting (where appropriate).
- I will ensure I complete the relevant paperwork on an annual basis.

**Disqualification**

- I understand the terms as outlined within Articles 68 to 80 of the Articles of Association.
- I understand that any disqualifications under Charity Law also apply.

**Breach of this Code of Conduct**

- If I believe this code has been breached, I will raise this issue with the Chair of Governors.
- The Board 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 is believed to have breached this code, I will seek the support of the Board of Trustees to investigate.

I confirm I have read and understood the Code of Conduct and agree to abide by this.

Name:	
Position:	Governor
Signature:	
Date:	