



## CODE OF PRACTICE FOR GOVERNORS

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**Review Schedule:** *2-years*

**Next review Date:** *Autumn 2018*

**Responsibility:** *Full Board*

<b>Compiled by:</b> Clerk/Principal	<b>Revision No:</b>
<b>Approved by</b>  <b>SLT:</b> Principal  <b>Chair of Board:</b>	<b>Revision Date:</b> <i>Full Board 18-3-13</i> <i>Full Board 17-11-14</i> <i>Full Board 5-12-16</i>

The Governing Body has adopted the following principles for practice:

### **General**

- We have responsibility for determining, monitoring and keeping under review the broad policies, plans and procedures within which Clyst Vale Academy operates;
- We recognise that the Principal is responsible for the implementation of policy, day-to-day management of the school and the implementation of the curriculum;
- We accept that all Governors have equal status, and although appointed by different groups (e.g. parents, staff, co-opted), our overriding concern will be the welfare of the school and its community 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, within the law 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 governance and should be seen to be doing so; we will be subject to control measures in place such as Ofsted and Audit.
- We will consider carefully how our decisions may affect other schools, the community's perception and Clyst Vale Academy reputation.

### **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 will get to know the school well and respond to opportunities to involve ourselves in school activities;
- We will consider seriously our individual and collective needs for training and development and participate in continuing professional development events.
- Be familiar with and supportive of the College Improvement Plan.

### **Relationships**

- We will strive to work as a team;
- We will seek to develop effective working relationships with the Academy Trust (The Principal, Staff, Parents), other relevant agencies and the wider 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 discretion should any matters arise outside the Governing Body concerning potentially contentious issues affecting Clyst Vale Academy.

### **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 Clyst Vale Academy.

We will uphold the legal requirements and ensure the highest standards with regard to safeguarding and the protection of children - the "Nolan principles".

- 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 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 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.

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