



# **Full Governing Body Code of Conduct 2024 - 2025**

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This Code of Conduct is based on the Governance Handbook and the Department of Education's guidance on the school governance regulations 2013. It should be read alongside our constitutional documents, including our Instrument of Government, Standing Orders and Schemes of Delegation.

Failure to follow this Code of Conduct may result in disciplinary action being taken, as set out below.

Please note that this Code of Conduct is not exhaustive. If situations arise that are not covered by this code, governors will use their judgement and act in the best interests of the school and its pupils.

This Code sets out the expectations of and commitment required from us as members of the Governing Body of Northgate School. As holders of public office, governors always conduct themselves in accordance with the seven principles of public life (the Nolan Principles):

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

The Governing Body has the following core functions:

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

## **As individual governors, we agree to fulfil these core functions through adherence to the following principles & commitments:**

### **Role & Responsibilities**

- We understand the role and responsibilities of the Governing Board and those of the Head Teacher as outlined in the Department for Education (DfE) Governance Handbook (March 2019) and have ensured that we are familiar with the guidance within the Governance Handbook;
- We will actively support and challenge the Head Teacher;
- We acknowledge that being a governor involves the commitment of time and involvement in school life and to our own individual professional development;

- We understand the requirement to attend meetings and will prioritise attending all meetings. If this is not possible, we will submit our apologies and explanation, at least 24 hours in advance of a meeting, to the Clerk to the Governing Body;
- We will actively involve ourselves in the work of the Governing Body and develop our knowledge of the school through regular visits and involvement in school activities;
- We will regularly reflect on our individual knowledge, skills and experiences relevant to governance and how these impact on individual and collective training and development needs of the Governing Body. We will access appropriate training and development activities in order to contribute to effective governance of Northgate School;
- We will always reflect open governance and act appropriately;
- 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 Board when we have been specifically authorised to do so;
- We accept that, in compliance with statutory regulations, our names, terms of office, roles within the Governing Body, category of governor and the body responsible for appointing us will be published on the School's website, together with records of our attendance at meetings.

### **Collective Responsibility**

- We accept collective responsibility for all decisions made by the Governing Body. We will not speak against decisions outside Governing Body meetings, irrespective of our personal views;
- We will always act in the best interests of the whole school and not represent individual or group interests;
- We will work as a team where professional relationships are actively promoted, maintained and respected;
- We will express views appropriately, openly, courteously and respectfully in all our communications;
- We will support the role of the Chair in ensuring appropriate and effective governance at all times.

### **Confidentiality**

- We will observe confidentiality at all times, both inside or outside school, particularly regarding individual members of staff or pupils at the school. We will not discuss the content of meetings until such time as the Governing Body approves the public minutes at its next meeting;
- We will always exercise discretion when discussions regarding school business arise outside Governing Body meetings;
- We will not reveal the details of any Governing Body vote, including our own voting intentions or history.

## **Conflicts of interest**

- We will record any relevant pecuniary and business interests in the Register of Interest and ensure that individual entries are regularly reviewed and updated. This will include interests arising from relationships between Governors or between Governors and school staff, including spouses, partners and close relatives;
- We will also declare any potential conflict at the start of any meeting;
- We will always give careful consideration to perceived and clear conflicts of interest.

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

- If we believe a Governor's action or behaviour during a meeting have breached this Code, we will always challenge this openly during that meeting;
- If we believe that a breach of the Code of Conduct has happened outside a meeting, this should be raised with the Chair and addressed with the outcome reported at the next Governing Board meeting;
- If a Governor's action or behaviour requires investigating, this will be undertaken by the Chair. In the event that it is the Chair's action or behaviour that is being questioned, the Vice Chair will investigate;
- The Governing Board, when considering breaches of this Code, recognises its statutory powers to suspend and or remove Governors and will apply these appropriately.

## **Suspension of Governors**

If a Governor's action or behaviour is considered of such significance that it constitutes a breach of confidentiality or threatens to bring the school, Governing Body, or the office of governor into disrepute, the Governing Body can consider suspension for a period of up to six months.

## **Removal from Office**

The Governing Board in determining whether to remove, rather than suspend a Governor, will make reference to the Governance Handbook in considering whether:

- There have been repeated grounds for suspension;
- Serious misconduct has occurred which either threatens to bring the school, Governing Board 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 decision to remove a Governor from the Governing Body must ultimately be considered and approved at a Full Governing Body Meeting.

In signing this Code of Conduct, I accept the expectations implicit within it and agree to be accountable for my own conduct.

**Signed:** .....  
**Governor**

**Full Name:** ..... **Dated:** .....