



**Grange
Academy**

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Article 3: *All adults should do what is best for you. When adults make decisions, they should think about how their decisions will affect children.*

Code of Conduct for LGB Members

Policy Status: Statutory

Review Cycle: Annually

Owner: Rachel Timms - Headteacher

Date: September 2022

Approved by: Local Governing Body (LGB)

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The purpose of the Local Governing Body

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

- Set the strategic direction of the school by:
 - Setting the values, aims and objectives for the school
 - Agreeing the policy framework for achieving those aims and objectives
 - Setting targets
 - Agreeing the school improvement strategy which includes approving the budget and agreeing the staffing structure
- Challenge and support the school by monitoring, reviewing and evaluating:
 - The implementation and effectiveness of the policy framework
 - Progress towards targets
 - The implementation and effectiveness of the school improvement strategy
 - The budget and the staffing structure
 - Conducts self-evaluation
- Ensure accountability by:
 - Respond to Ofsted reports when necessary
 - Hold the Headteacher to account for the performance of the school
 - Ensure that parents and pupils are involved, consulted and informed as appropriate
 - Make available information to the community
- In collaboration with the BILTT Trust CEO, appoint and performance manage the Headteacher who will deliver the aims (through the day to day management of the school, implementation of the agreed policy framework and school improvement strategy, and delivery of the curriculum) and report appropriately to the LGB
- For LGBs to carry out their role effectively, LGB members must be:
 - Prepared and equipped to take their responsibilities seriously
 - Acknowledged as the accountable body by the lead professionals
 - Supported by the appropriate authorities in that task; and
 - Willing and able to monitor and review their own performance.

The role of a Local Governing Body

The LGB is a corporate body, which means:

- No LGB member can act on her/his own without proper authority from the full LGB.
- All LGB members carry equal responsibility for decisions made, and
- Although appointed through different routes (i.e. parents, staff, co-opted, member appointed), the overriding concern of all LGB members must to be the welfare of the school as a whole.

Working with and supporting the School

All of our Governors understand the purpose of the LGB, and the role of the Headteacher as set out above. They are aware of and accept the Nolan seven principles of public life (see Appendix – Annex A). They accept that they have no legal authority to act individually, except when the LGB has given them delegated authority to do so, and therefore will only speak on behalf of the LGB when they have been specifically authorised to do so. Members have a duty to act fairly and without prejudice, and in so far as they have responsibility for staff and will fulfil all that is expected of a good employer. They will encourage open governance and will act appropriately. They accept collective responsibility for all decisions made by

the LGB or its delegated agents. This means that we will not speak against majority decisions outside the LGB meeting. Governors will consider carefully how our decisions may affect the community and other schools and will always be mindful of their responsibility to maintain and develop the ethos and reputation of our school. Their actions within the school and the local community will reflect this. When making or responding to criticism or complaints affecting the school, they will follow the procedures established by the LGB.

Commitment

Our Governors acknowledge that accepting office as a LGB member involves the commitment of significant amounts of time and energy. They will each involve themselves actively in the work of the LGB, and accept their fair share of responsibilities, including service on committees or working groups. If acting as directors, they will not go beyond their duties or act outside of the powers of authority conveyed to them, and acknowledge that if they were to do so, could be held liable to the school and/or third parties. If acting as members of the trust body, they accept that they may be held responsible up to the limit in the articles of association, were the school/trust to go bankrupt. Governors will make full efforts to attend all meetings and where they cannot attend explain in advance in full why they are unable to. They will get to know the school well and respond to opportunities to involve ourselves in school activities. All visits to school will be arranged in advance with the staff and undertaken within the framework established by the LGB and agreed with the Headteacher. Governors will consider seriously their individual and collective needs for training and development, and will undertake relevant training. They are committed to actively supporting and challenging the Headteacher

Relationships

Governors will strive to work as a team in which constructive working relationships are actively promoted. They will express views openly, courteously and respectfully in all our communications with other LGB members. They will support the chair in their role of ensuring appropriate conduct both at meetings and at all times. They should be prepared to answer queries from other LGB members in relation to delegated functions and take into account any concerns expressed, and acknowledge the time, effort and skills that has been committed to the delegated function by those involved. They will recognise that the roles of LGB members, staff member and volunteers in school are different. If they are also a staff member and/or a volunteer in school, they will maintain the separation of their roles. Governors will seek to develop effective working relationships with the Headteacher, staff and parents, the local authority and other relevant agencies and the community.

Confidentiality

Governors will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside and outside school. They should exercise the greatest prudence at all times when discussions regarding school business arise outside a LGB meeting. They will not reveal the details of any LGB vote.

Social Networking Sites

Governors should use social networking sites responsibly and ensure that neither their personal or professional reputation, nor the school's reputation is compromised by inappropriate postings.

Conflicts of interest

Governors will record any pecuniary or other business interest that they have in connection with the LGB's business in the Register of Business Interests. They will declare any pecuniary interest - or a personal interest which 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. They will act in the best interests of the school as a whole and not as a representative of any group, even if elected to the LGB.

Breach of this code of practice

If any Governor believes that the above has been breached, they will raise this issue with the chair and the chair will investigate. The LGB should seek to resolve any difficulties or disputes constructively. If it is the chair that has breached the code, another LGB member will investigate. Governors understand that any allegation of a material breach of the code of practice by any LGB member shall be raised at a meeting of the LGB, and, if agreed to be substantiated by a majority of LGB members,

shall be minuted and can lead to consideration of suspension or in some circumstances removal from the LGB. In taking the decision to suspend the LGB will follow a process as set out in Annex B.

All governors are expected to sign the Code of Conduct agreement at the start of the academic year or when they join the LGB. (See appendix – Annex C)

Appendix: a

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).

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 material 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 that 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.

Appendix B

Process for LGB member suspension

Subject to the following paragraphs the LGB may by resolution suspend a LGB member for all or any meetings of the LGB, or of a committee, for a fixed period of up to 6 months on one or more of the following grounds—

- That the LGB member, being a person paid to work at the school, is the subject of disciplinary proceedings in relation to his employment.
- That the LGB member is the subject of proceedings in any court or tribunal, the outcome of which may be that he is disqualified from continuing to hold office as a LGB member under the articles of association.
- That the LGB member is in breach of any of the provisions of this code of practice which the LGB believes has, or could, bring the office of school LGB member into disrepute.
- That the LGB member has acted in a way that is inconsistent with the ethos or with the religious character of the school and has brought or is likely to bring the school or the LGB or his office into disrepute; or
- That the LGB member is in breach of his duty of confidentiality to the school or to any member of staff or to any pupil at the school.

A resolution to suspend a LGB member from office shall not have effect unless the matter is specified as an item of business on the agenda for the meeting of which notice has been given in accordance with the articles of association.

Before a vote is taken on a resolution to suspend a LGB member, the LGB member proposing the resolution shall at the meeting state his reasons for doing so. The LGB member who is the subject of the resolution shall then be given the opportunity to make a statement in response before withdrawing from the meeting.

Nothing in this regulation shall be read as affecting the right of a LGB member who has been suspended to receive notices of, and agendas and reports or other papers, for meetings of the LGB during the period of his suspension.

Appendix C

Undertaking:

As a member of the LGB 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 LGB, the Headteacher or staff.

Signed

Printed name

Date: