

# Caedmon College Whitby

## Governing Body Code of Conduct

The following principles are considered to be good practice for members of public governing bodies and it is proposed that the Governing Body adopts these principles, for annual review.

### **General**

- we have corporate responsibility for determining, monitoring and keeping under review the strategic policies, plans and procedures within which the College operates;
- we recognise that the Principal is responsible for the implementation of policy, day-to-day management of the College and the implementation of the curriculum;
- we accept that all Governors have equal status, and although appointed by different groups (eg, parents, staff, LA) our overriding concern will be the welfare of the College 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 governance and should be seen to be doing so;
- we will consider carefully how our decisions may affect other schools and the community served by our College.

### **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 College well and respond to opportunities to involve ourselves in College activities;
- we will commit to our individual and collective needs for training and development.

### **Relationships**

- we will strive to work as a team;
- we will seek to develop effective working relationships with the Principal, staff, parents, the Local Authority (LA), other relevant agencies and the 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 College 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 not speak or act on behalf of the Governing Body unless we have been specially authorised by it to do so;
- in making or responding to criticism or complaints affecting the College, we will follow the procedures established by the Governing Body;
- our visits to the College 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 aims, values, ethos and reputation of the College;

- we will abide by The Nolan Principles of Public Life (given below).

We will publish, on the College website, information about our members, containing at least:

- names
- the category of each governor
- which body appointed them
- terms of office
- the names of any committees each governor serves on
- details of any positions of responsibility (such as chair or vice-chair of the governing body or a committee).

This information will include any associate members, stating any committees on which they have voting rights. We will also publish on our website each governor's register of interests. This will cover any relevant business interests and details of any other educational establishments. Any Governor not complying to this requirement is likely to be excluded from the Governing Body as this is a statutory requirement.

### **The Seven Principles of Public Life**

(Source: [http://www.public-standards.gov.uk/about\\_us/the\\_seven\\_principles\\_of\\_life.aspx](http://www.public-standards.gov.uk/about_us/the_seven_principles_of_life.aspx), accessed 27.03.08)

The Committee has set out '**Seven Principles of Public Life**' which it believes should apply to all in the public service. These are:

#### **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 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.