



Inspiring All to Excellence

The Fierté Multi-Academy Trust

Trustees and Governors Code of Conduct



Document and Version Control

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Section	Changes Made

This Code of Conduct sets out the behaviour and conduct expected of all Academy Governors.

It is expected that all Governors will know, understand, and work with the prescribed regulatory framework and the Fierté Multi-Academy Trust framework. They must comply with the General Data Protection Regulations (GDPR) 2018.

The Local Governing Board

The Local Governing Board is legally responsible for the conduct of the Academy with a view to promoting high standards of educational achievement.

The purpose of Governance is to provide confident, strategic leadership and to create robust accountability, oversight, and assurance for educational performance.

The Local Governing Board should play a strategic role and leave the running of the Academy to the Headteacher they have appointed. The Local Governing Board must not interfere in the day-to-day running of the Academy.

Ways of Working

- The way the Local Governing Board operates and organises itself should be kept under review in line with review cycle agreed by the Governance Forum.
- The Local Governing Board should consider how to use their powers delegated by the Trust Board to delegate functions and decisions to committees or individual governors.
- The Governance Forum must review the establishment, terms of reference, constitution, annually.
- The Local Governing Board must meet at least three times a year.
- Headteachers and Chairs should work together to ensure that meetings are well planned and that agendas are fit for purpose.
- The Trust Board must appoint a clerk to advise them on the nature of their functions and duties and ensure the Local Governing Board operates efficiently and effectively.
- The Local Governing Board must comply with any reasonable direction of the Academy Trust Board.

The Chair

- The Trust Board / Local Governing Board must appoint a Chair to lead and manage the Trust / Local Governing Board.
- The Chair plays a crucial role in setting the culture of the Local Governing Board and is first among equals but has no individual power.
- The Chair may only make decisions or act on behalf of the Local Governing Board if:
 - The Local Governing Board has delegated that power to the Chair of Governors.
 - The Chair is of the opinion that a delay in exercising a function would be detrimental to the Academy, anyone who works at the Academy or any pupil at the Academy or their parent.

- The Chair is the principle link between the Local Governing Board, the Headteacher and the Governance forum. The Headteacher and Chair should meet regularly at mutually convenient times to discuss Academy matters and the Chair should be a critical friend by offering support, challenge, and encouragement.
- The Chair works with the clerk to set Local Governing Board agendas and approves draft minutes of Local Governing Board meetings.
- The Chair must meet with other Chairs of the Trust Academies at least three times a year in the Governance Forum.

Trustees / Governors

In law, the Local Governing Board is a corporate body, which means that no Trustee / Governor can act on her/his own without proper authority from the Local Governing Board or the Trust Board. All Trustees / Governors carry equal responsibility for decisions. If a function of the Local Governing Board has been delegated to an individual, the individual must report to the Local Governing Board in respect of any action taken.

The overriding concern of all Governors **must** be the welfare of the Academy as a whole, regardless of the route by which they were appointed and the type of Governor they are i.e. staff, parent, or co-opted.

- For Local Governing Boards to carry out their role effectively, Governors **must** be prepared and equipped to take their responsibilities seriously. They **must**:
- Be committed to improving the education and welfare for all pupils.
- Prepare for meetings by reading papers beforehand
- Ask questions to clarify understanding and gain assurances.
- Make every effort to attend meetings promptly, regularly and for the full time
- Take responsibility for their own learning, training, and development as a governor.

In addition, Governors **must**:

- Work as a member of a team at all times and be loyal to collective decisions made by the Local Governing Board.
- Recognise that all Governors have the same rights.
- Act in the best interests of the Academy at all times.
- Not do anything that might undermine the Local Governing Board's statutory requirement to promote community cohesion.
- Promote British Values with particular regard to the protected characteristics set out in the Equality Act 2010.
- Respect confidentiality.
- Listen to, and respect, the views of others.
- Express their own views clearly and succinctly.
- Declare any conflicts of interest.
- Take their fair share of work/positions of responsibility.

- Know, understand, and work with the prescribed regulatory framework including the Trust's Scheme of Delegation
- Report any evidence of fraud, corruption, or misconduct to an appropriate person of Authority
- Adhere to the seven principles of public life(below) originally published by the Nolan Committee
- Ensure that communication undertaken via social networking sites is comparable to one-one interaction, meaning that all aspects of this code of conduct are taken account of when posting information, messages, pictures, or video footage on-line.

The Agreement

In General

- a) I understand the purpose of the Local Governing Board and the role of the Chair.
- b) I understand the role of Governor and the responsibilities of the position.
- c) I understand and accept the Nolan seven principles of public life.
- d) I accept that I have no legal authority to act individually, except when the Local Governing Board has given me delegated authority to do so, and therefore I will only speak on behalf of the Local Governing Board when I have been specifically authorised to do so.
- e) I have a duty to act fairly and without prejudice.
- f) I accept collective responsibility for all decisions made by the Local Governing Board. This means that I will not speak against majority decisions outside the Local Governing Board meeting.
- g) I will consider carefully how our decisions may affect the community and other Academics.
- h) I will always be mindful of our responsibility to maintain and develop the ethos and reputation of our Academy and to promote community cohesion. Our actions within the Academy and the local community will reflect this.
- i) In making or responding to criticism or complaints affecting the Academy I will follow the procedures established by the Trust Board.
- j) I understand that communication via social networking sites in a variety of formats is deemed comparable to one-to-one interaction for the purposes of this code of conduct.

Commitment

- a) I acknowledge that accepting office as a Governor involves the commitment of time and energy
- b) I will each involve myself actively in the work of the Local Governing Board, and accept my fair share of responsibilities, including service on committees or working groups or as nominated governor.
- c) I will prepare for meetings by reading papers beforehand.
- d) I will make every effort to attend all meetings promptly, regularly and for the full time. Where I cannot, I will endeavour to explain in advance in full why I am unable to.
- e) I will attend the mandatory New Governor Training, Safeguarding and Monitoring Training.
- f) I will get to know the Academy and respond to opportunities to involve myself in Academy activities.
- g) My visits to Academy will be arranged in advance with the staff and undertaken within the framework established by the Governance Forum, Local Governing Board and agreed with the Headteacher.

- h) I will consider seriously my individual and collective needs for training and development and will undertake relevant training.
- i) I am committed to actively supporting and challenging the Headteacher.

Relationships

- a) I will strive to work as a team in which constructive working relationships are actively promoted.
- b) I will express views openly, courteously, and respectfully.
- c) I will take responsibility for supporting the Chair in their role.
- d) I am prepared to answer queries from the Trust board and other Governors in relation to delegated functions and consider any concerns expressed.
- e) I will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- f) I will seek to develop effective working relationships with the Headteacher, staff and parents, The Trust Board and other relevant agencies and the community.

Confidentiality

- a) I will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside and outside Academy.
- b) I will exercise the greatest prudence at all times when discussions regarding Academy business arise outside a Local Governing Board meeting.
- c) I will not reveal the details of any Local Governing Board vote.
- d) I will not reveal the details of discussions in Local Governing Board meetings or comments made by individual Governors at those meetings.

Conflicts of Interest

- a) I will record any pecuniary interest that I have in connection with the Local Governing Board's business in the Register of Business Interests.
- b) I will declare any personal or pecuniary interest in a matter under discussion at a meeting and offer to leave the meeting for the appropriate length of time.

Implementation of this Code of Conduct

- a) I understand that any breach of this code of conduct by me shall be dealt with by the Chair and raised at a meeting of the Local Governing Board if deemed necessary.
- b) I understand that repeated breaches of this code of conduct will result in suspension.
- c) I understand that lack of attendance at meetings for 6 months without apologies will result in suspension.
- d) I am aware of the provisions of regulation 15(1) of the Academy Governance (Procedures) (England) Regulations 2003 which pertain to qualification and disqualification for the role of Academy Governor and grounds for suspension.

I declare that I have read and understood the requirements of the Code of Conduct and agree to follow the principles set out above.

	Full Name	Signature	Date
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The Seven Principles of Public Life

Recommended by the Committee on Standards in Public Life 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.

1. **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.
2. **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.
3. **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.
4. **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.
5. **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.
6. **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.
7. **Leadership** – Holders of public office should promote and support these principles by leadership and example.