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**This code sets out the expectations of and commitment required from Governors in order for the Local Governing Body to properly carry out its work within the Academy and the community.**

### **Upholding the Objects of the Company**

Members of the Local Governing Body have a duty to uphold the Objects of the Company (Diocese of Norwich Education and Academies Trust) stated in the Articles of Association, principally:

To advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing Academies which shall offer a broad and balanced curriculum and which:

(i) shall include Church of England Academies ("Church Academies" and each a "Church Academy") designated as such which shall be conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship, and

(ii) may include other Academies whether with or without a designated religious character;

but in relation to each of the Academies to recognise and support their individual ethos, whether or not designated Church of England.

Where an Academy is designated as or recognised as a Church Academy, in relation to the ethos and religious education provided at the academy the Directors shall have regard to any advice and follow any directives issued by the Diocesan Corporate Member (the Diocesan Board of Education).

### **The Local Governing Body has the following core strategic functions:**

- Establishing the strategic direction, by:
  - Setting the vision, values, and objectives for the Academy
  - Supporting the Diocese of Norwich Strategic Vision, Education Strategy and national Church of England Vision for Education
  - Agreeing the Academy improvement strategy with priorities and targets
  - Meeting statutory duties
- Ensuring accountability, by:
  - Appointing the Headteacher in conjunction with the Diocese of Norwich Education and Academies Trust (DNEAT) Board
  - Monitoring the education performance of the schools and progress towards targets
  - Performance managing the Headteacher in conjunction with the DNEAT Board
  - Engaging with stakeholders
  - Contributing to self-evaluation
- Ensuring financial probity, by:
  - Monitoring spending against the budget
  - Ensuring value for money is obtained
  - Ensuring risks to the organisation are managed

- Ensure that other key players with a stake in the organisation get their voices heard by:
  - Gathering the views of pupils, parents and staff and reporting on the results
  - Reaching out to the Academy's wider community and inviting them to play their part
  - Using the views of stakeholders to shape the Academy's culture and the underpinning strategy, policies and procedures.

### **For the Local Governing Body to carry out its role effectively, Governors 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;
- Willing and able to monitor and review their own performance; and
- Supportive of the Christian ethos and distinctiveness of the Trust modelling this in all their activities

### **As individuals on the Local Governing Body, we agree to:**

#### Fulfil our role & responsibilities

- We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day to day management.
- We will fulfil our role and responsibilities as set out in our scheme of delegation.
- We will develop, share and live the Christian ethos and values of our MAT.
- We agree to adhere to Trust policies and procedures as set out by the relevant governing documents and law.
- We will work collectively for the benefit of the Academy.
- We will be candid but constructive and respectful when holding senior leaders to account.
- We will consider how our decisions may affect the Academy and local community.
- We will stand by the decisions that we make as a collective.
- Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
- We will only speak or act on behalf of the Local Governing Body if we have the authority to do so.
- We will fulfil our responsibilities as expected of a good employer, acting fairly and without prejudice.
- When making or responding to complaints we will follow the established procedures.
- We will strive to uphold the Academy's and Trust's reputation in our private communications (including on social media).
- We will not discriminate against anyone and will work to advance equality of opportunity for all.

#### Demonstrate our commitment to the role

- We will involve ourselves actively in the work of the Local Governing Body, and accept our fair share of responsibilities, serving on committees or working groups where required.
- We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.

- We will get to know the Academy well and respond to opportunities to involve ourselves in Academy activities.
- We will visit the Academy and when doing so will make arrangements with relevant staff in advance and observe Academy protocol.
- When visiting the Academy in a personal capacity (i.e. as a parent or carer), we will continue to honour the commitments made in this code.
- We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

#### Build and maintain relationships

- We will develop effective working relationships with Academy leaders, staff, parents, the Diocese and other relevant stakeholders from our local community/communities.
- We will express views openly, courteously and respectfully in all our communications with Local Governing Body members and staff both inside and outside of meetings.
- We will work to create an inclusive environment where each Governor's contributions are valued equally.
- We will support the chair in their role of leading the board and ensuring appropriate conduct.

#### Respect confidentiality

- We will observe complete confidentiality both inside and outside of the Academy when matters are deemed confidential or where they concern individual staff, pupils or families.
- We will not reveal the details of any Local Governing Body vote.
- We will ensure all confidential papers are held and disposed of appropriately.
- We will maintain confidentiality even after we leave office.

#### Declare conflicts of interest and be transparent

- We will declare any business, personal or other interest that we have in connection with the Local Governing Body's business and these will be recorded in the Register of Business Interests.
- We will also declare any conflict of loyalty at the start of any meeting should the need arise.
- If a conflicted matter arises in a meeting, we will offer to leave the meeting for the duration of the discussion and any subsequent vote.
- We accept that the Register of Business Interests will be published on the Academy's website.
- We will act in the best interests of the Academy as a whole and not as a representative of any group.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing body, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the Academy's website.
- We accept that information relating to Local Governing Body members will be collected and recorded on the DfE's national database of governors (Get information about schools), some of which will be publicly available.

#### Breach of this code of conduct

- If we believe this code has been breached, we will raise the issue with the Chair and the Chair will investigate; the Local Governing Body should only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- Should it be the Chair that we believe has breached this code, a Trust Officer will investigate.
- We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

- We are aware of the provisions in the Scheme of Delegation which pertain to the resignation and removal of a governor and to the grounds relating to the disqualifications from the role of governor

**Governors should confirm that they agree to abide by this Code of Conduct via the Declarations area on GovernorHub.**

### Seven Principles of Public Life

Governors should be mindful that in exercising governing body functions they must act with integrity, objectivity and honesty and in the best interests of the trust; and be open about the decisions they make and the actions they take and be prepared to explain their decisions and actions to interested parties.

Similarly, Governors should be aware of and accept the seven principles of public life, as set out by Lord Nolan and applying to anyone, locally and nationally, who is elected or appointed as a public office-holder. They are selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

(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.