OUSTON PRIMARY SCHOOL

CODE OF CONDUCT FOR GOVERNORS POLICY

Reviewed – Spring term 2026
Next review date – Spring term 2027

Aims

- All Governors and Associate Members are expected to contribute to the development of the school in setting the strategic framework within which the school operates; determining the character, aims and ethos of the school and developing and monitoring school policies, plans and procedures.

- Governors and Associate Members need to have a clear understanding of their role and that of the headteacher and have an effective working relationship which facilitates good leadership and management.

- The aim of the code is to therefore to provide Governors and Associate Members with a clear understanding of their role and provide a framework within which they will be able to carry out their duties effectively.

Commitment

- Those accepting the office as a Governor or Associate Member will need to be mindful that the role does require a significant level of commitment.

- Governors and Associate Members will be expected to regularly attend meetings of the full Governing Body as well as Committees and Working Groups where necessary. Regular non-attendance at full Governing Body meetings can lead to disqualification.

- Governors and Associate Members should ensure they attend meetings promptly and for the full duration whenever possible. When this is difficult Governors should give as much notice as possible to the Headteacher or Chair so that they can ensure that meetings will still be quorate and rearrange agenda items if necessary.

- Governors and Associate Members should ensure they are prepared for meetings by reading all papers beforehand.

- Governors and Associate Members should attend induction and other relevant training courses in order to aide their development and help them discharge their duties responsibly.

- Governors and Associate Members should make every effort to get to know the school and involve themselves in school activities

- All governors and Associate Members should involve themselves actively in the work of the Governing Body and will be willing to carry out their fair share of responsibilities including serving on Committees and working parties and taking on links with other areas of special responsibility.

Relationships

- Governors and Associate Members should operate as a team and always in the best interests of the school.

- Governors and Associate Members should recognise that each member of the governing body has equal status irrespective of their appointing body (ie parents, staff, LA, diocese or the governing body) unless particular responsibilities are conferred on them by the full governing body. This also applies to the chair and vice chair.

- Governors and Associate Members should listen to and respect the views of others and be loyal to collective decisions made by the governing body.

- Governors and Associate Members should develop effective working relationships with the headteacher, senior management team, teachers, support staff, parents, LA and other relevant agencies where appropriate.

Confidentiality

- Decisions reached at governing body meetings are normally made public through minutes and reports, however, Governors and Associate Members should ensure confidentiality, when required, in respect of the discussions on which the decisions are based.

- Individual Governors and Associate members should observe complete confidentiality in all matters discussed at governing body meetings especially in relation to matters concerning staff or pupils and also any other matters agreed by the governing body. Failure to comply may lead to disqualification.

- Governors and Associate Members should exercise the highest degree of caution when involved in sensitive issues arising outside the governing body which may have an impact on the work of the governing body or the operation of the school.

- On ceasing to be a Governor and Associate Member individuals should ensure all information relating to the school is returned to the school for disposal as soon as possible.

Conduct

- Governors and Associate Members must accept collective responsibility for all decisions taken by the governing body that is they do not have the legal authority to act individually except when the governing body has delegated authority for them to do so.

- Governors and Associate Members should never speak out against decisions in public or in private, outside the Governing Body.

- Governors and Associate Members have a duty to act fairly and without prejudice with the overall good of the school overriding any personal feelings or individual concerns they may have.

- Governors and Associate Members should not use the governing body to enhance or influence the education of their own children or pursue personal agendas. This can cause conflict with the strategic role of the governing body. Governors with issues regarding their own children should raise the matter in the normal way for any parent.

- Governors, and Associate Members, when carrying out their monitoring role, should

not make any judgements about the quality of teaching.

- All governors' visits to the school should be carried out within a framework that has been established by the governing body and agreed with the headteacher

- When discharging their duties governors and Associate Members will need to be mindful of their responsibility to maintain and develop the ethos and reputation of the school and acting the best interests of the school.

- Governors and Associate Members have a specific responsibility to support and promote the development of a strong counter fraud culture in school including mechanisms to monitor and report inconsistencies and risks.

- Apart from very specific instances where the chair has to actor take decisions on behalf of the governing body, governors and Associate Members should recognise that they have no individual powers and should only speak or action behalf of the governing body when specifically authorised to do so by the corporate body.

- Governors and Associate Members should be able to express their views openly within meetings but should ensure that they relate to matters proper for discussion by the governing body. Discussion should be conducted in a respectful manner to ensure that any governor does not feel uncomfortable.

- Governors and Associate Members will be required to declare any personal or financial interest on an annual basis by completing and returning to school, the Governor Declaration of Interest Form. A declaration may also be made arising from a matter before the Governors or from any aspect of governorship. In such situations the individual Governor or Associate Member should declare the interest and withdraw from the meeting. Governors and Associate Members should not use their position as governor to benefit them or other individuals or agencies.

- In accordance with statutory information as set out in 'The Constitution of Governing Bodies for Maintained Schools – 2016' failure to declare an interest may constitute a breach of the code and lead to suspension. Governor and Associate Members' declaration of interest will be published on the school website.

- When Governors and Associate Members are unable to attend meetings they should ensure that the Clerk to the Governors and the headteacher are notified in advance of the meeting.

- Governors and Associate Members should be aware of the procedures established by the governing body for responding to criticism or complaint relating to the school, not allow themselves to be included personally. Instead refer parents to the General School Complaints Procedure.