

Portway governors: Code of Conduct



**Leading
Learning Trust**



Our purpose as a governing body

All governors are responsible for carrying out their duties with the utmost integrity. The purpose of this code of conduct is to provide governors with clear guidelines as to their standard of behaviour, responsibilities, and best practice in fulfilling their obligations to the board of governors.

Obligations, roles and duties

As governors of Portway Primary School, we aim to provide outstanding governance that drives improvement and holds senior leaders at our schools to account for the quality of teaching and learning, levels of achievement, the safety and wellbeing of pupils and staff and the effective management of the school's financial resources.

Our overarching aim is to ensure that our pupils receive the best possible education in order to ensure that they have choices in life.

To achieve our aims, we recognise that we must be fully committed to the work of the board of governors, and carry out our duties with the utmost integrity. We will:

- involve ourselves actively in the work of the governing body, and accept our fair share of responsibilities, including service on committees or working groups;
- regularly attend and actively contribute to meetings of the governing body and its committees;
- take responsibility for developing our knowledge and understanding of our roles and the skills we need to be effective governors through training and learning;
- visit the schools regularly to learn more about how they operate;
- be well prepared for meetings so that well considered decisions can be taken;
- carry out our duties collectively, other than when responsibilities have been delegated by the board to committees or to individuals;
- be respectful of each other's views in all our communications with other governors;
- be bound by decisions of the board of governors or its committees regardless of our personal views;
- set the strategic direction of the school, monitor and evaluate our decisions, and hold senior leaders to account for performance;
- recognise that the Executive Head teacher is responsible for the day to day management of the schools and for complying with his/her statutory duties;
- recognise that when individual conflicts of interest or conflicts of loyalty arise these should be declared, and that governors declaring the interest should withdraw from the discussion; and
- update our personal information in the governors' register of interests when this changes or at least annually.

In carrying out our duties we will have regard to:

- the likely long term consequences of our decisions;
- the interests of our pupils and all school staff;



- the need to foster positive relations with the wider school community, our partners and our suppliers;
- the need to act transparently and fairly, putting the interests of the school beyond our personal interests;
- maintaining the reputation of Portway Primary School; and
- the need to make the best use of resources¹.

Confidentiality

Any information about named individuals, safeguarding issues or sensitive commercial information should always to be treated as confidential.

Where the board of governors has determined information to be confidential, we ensure that this information is not shared outside of the board.

The way that we each vote, and the opinions expressed by individual governors and members should always be regarded as confidential.

Our commitment to the Seven Principles of Public Life

As public office holders, we are committed to the [Seven Principles of Public Life](#), as first set out by Lord Nolan in 1995:

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their families or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that may 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 their decisions and the actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

¹ The Leading Learning Trust, which Portway Primary School is part of, publishes a value for money statement annually on its website.



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.

Failure to adhere to the code of conduct

Governors who fail to comply with the code of conduct could be deemed to have brought their office as a governor of Portway Primary School or the reputation of the board of governors into disrepute.

Such behaviour will, if necessary and appropriate, be investigated. The outcome of such an investigation will be carefully reviewed by a neutral third party and, if appropriate, could lead to a suspension from the governing body for up to 6 months.

