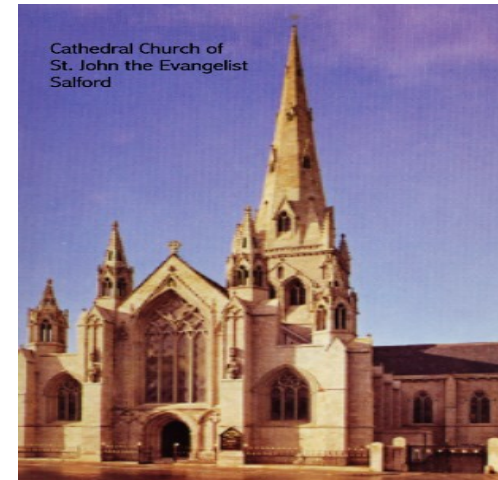


DIOCESE OF  SALFORD

**Code of Conduct  
for  
School Governing Bodies  
of  
RC Schools in the  
Diocese of Salford**



## Introduction

The Diocesan Department for Education, after consultation with schools, commends this 'Code of Conduct' to our governing bodies. It provides a simple set of principles and procedures based on good practice. The code should be reviewed annually and the contents adapted to meet the requirements of individual governing bodies.

This Code of Conduct embraces the seven Nolan principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

### **The Governing Board has the following core strategic functions:**

Establishing the strategic direction by:

- Setting the vision, values and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Fulfilling statutory duties

Ensuring accountability by:

- Appointing the Headteacher and being involved, as appropriate, in the appointment of staff
- Monitoring progress towards targets
- Performance managing the Headteacher
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the school are managed

- Accept and ensure that all discussion in reaching decisions is kept confidential to the meeting and when items of business are determined to be confidential, all members of the governing body are bound by that confidentiality;
- Recognising that we have no legal authority to act individually; only speak or act on behalf of the governing body when specifically authorised to do so;
- Undertake our visits to school within the framework established by the governing body and agreed with the headteacher.
- Ensure that we deal with all financial matters in line with the current requirements.

### **Breach of this code of conduct**

- If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; the governing body will 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, another governor, such as the vice chair will investigate.

## **Conduct and Confidentiality**

We will:

- Start each meeting with a prayer;
- Understand the purpose of the governing body and the role of the headteacher;
- Establish a clear procedure through which concerns and complaints can be addressed;
- Record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing body's business in the Register of Business/Pecuniary Interests, and if any such conflicted matter arises in a meeting, we will offer to leave the meeting for the appropriate length of time;
- Declare any conflict of loyalty at the start of any meeting should the situation arise;
- Act in the best interests of the school as a whole and not as a representative of any group, even if elected to the governing body;
- Actively use the skills and talents of all members of the governing body;
- Encourage the open expression of views within meetings;
- Accept that all decisions are the collective responsibility of the governing body;

The governing body has adopted the following principles and procedures. Each member of the governing body is bound by the Code of Conduct.

## **Commitment**

We will:

- Ensure that the school is constantly seen to bear witness to the faith in every aspect of its work. At all times it will serve as a witness to the Catholic faith in Our Lord Jesus Christ;
- Make a significant commitment to the work of the governing body including:
  - Attend governing board meetings regularly;
  - Accept our fair share of responsibility, including service on committees or working groups;
  - Get to know the school well and involving ourselves in school activities;
  - Act fairly and without prejudice and will fulfil all that is expected of a good employer;
- Monitor and evaluate our effectiveness as a corporate body, including our effectiveness as a Roman Catholic school;

- Participate in appropriate training and development both individually and collectively;
- Abide by the Bishop's policies and guidance;
- Remain faithful to the Gospel values;
- Accept that, in the interests of open government, our names, terms of office, roles on the governing body, category of governor and the body responsible for appointing us will be published on the school's website.

### **Relationships**

We will:

- Strive to work as a team in which constructive working relationships are actively promoted;
- Express views openly, courteously and respectfully in all our communications with other governors;
- Support the role of the chair in ensuring appropriate conduct both at meetings and at all times;
- Be prepared to answer queries from other governors in relation to delegated functions and take into account any concerns expressed;
- Acknowledge the time, effort and skills that have been committed to the delegated function by those involved;
- Seek to develop effective working relationships with the headteacher, staff and parents, the Diocese, Local Authority, other relevant agencies and the community.

### **General**

We will:

- Fulfil our strategic, accountability and critical friend roles;
- Maintain and develop the ethos and reputation of the school;
- Support the school headteacher in:
  - Bearing witness to the faith;
  - Promoting high standards of educational achievement;
  - Promoting and securing the welfare of all at the school;
  - Monitoring and keeping under review the school's aims and objectives, policies and targets.
- Have a clear scheme of delegation to individuals and committees;
- Act with due regard for the well-being of children in other schools and communities;

[As foundation governors:

- Preserve and develop the school's religious character; and Ensure that the school is conducted in accordance with the Trust Deed of the Diocese or Religious Order.]
- Promote the sanctity and dignity of human life;
- Value faithfulness, care for justice and collective effort for the common good including a positive option for the poor.