

## The Elton High School

### Code of Practice for the Governing Body

#### Introduction

The following is not a definitive statement of responsibilities but is concerned with the common understanding of broad principles by which the Governing Body and individual governors will operate.

**The Governing Body of The Elton High School accept the following principles:**

#### General

1. The Governing Body has responsibility for determining, monitoring and keeping under review the broad policies, plans and procedures within which the school operates.
2. The Governing Body recognises that the Headteacher, in consultation with the school staff, is responsible for the implementation of policy, the day to day management of the school and the organisation and delivery of the curriculum.
3. Although governors are appointed by different interest groups, their central concern, at all times, should be the welfare of the students in the school as a whole.
4. All governors have equal status regardless of their method of appointment or category.
5. The Governing Body and individual governors have a duty to act fairly and without prejudice at all times.
6. In so far as they have, or share, responsibility for the employment of staff, the Governing Body should fulfil all reasonable expectations of a good employer.
7. The Governing Body should encourage open and transparent government except where the rules of confidentiality, or data protection, apply.

#### Commitment

8. Being a governor involves the commitment of significant amounts of time and energy; careful regard should be given to this when agreeing to serve or to continue to serve, on the Governing Body of a school.
9. All governors involve themselves actively in the work of the Governing Body, and accept a fair share of responsibilities, including service on committees and working groups. The Governing Body should ensure that responsibilities are shared amongst all governors.
10. Regular attendance at meetings of the full Governing Body, committees and/or working groups is essential.
11. Governors should know the school well and take all possible opportunities for involvement in school activities.
12. All governors should participate in the Governing Body's development programme, including attendance at training sessions or otherwise. The Governing Body should support new governors in becoming effective.
13. Monitor and evaluate the effectiveness of the school and the Governing Body.

14. Promote and secure the welfare and well-being of children both in the school and in the community, as far as possible.

#### Relationships

15. The Governing Body should strive to operate as a team in which constructive working relationships are actively promoted.

16. The Governing Body and individual governors should develop effective working relationships with the Headteacher, staff, parents, LA and other relevant agencies.

#### Confidentiality

17. Governors must observe complete confidentiality when either required or asked to do so by the Governing Body, especially in relation to matters concerning individual staff or students.

18. Governors should exercise the highest degree of prudence when discussions of potentially contentious issues arise outside the Governing Body.

#### Conduct

19. Governors should express their views openly within meetings but accept collective decisions.

20. Governors should allow others to express their views and opinions without interruption.

21. Governors should only speak or act on behalf of the Governing Body when they have been authorised to do so.

22. All visits to the school should be undertaken within the framework, which has been established by the Governing Body and agreed with the Headteacher.

23. In responding to criticism or complaints relating to the school, governors should follow policy and procedures established by the Governing Body.

24. Governors should follow agreed procedures when wishing to make critical comment on any aspect of the school.

25. Governors have a responsibility to maintain and develop the ethos and reputation of the school; their actions in meetings and within the school and community should reflect this.

26. That all potential conflicts of interest be declared to the Governing Body as appropriate.

27. All referrals from third parties to any individual governor, should be referred to the Chair of Governors, unless it refers to the Chair of Governors, and in this case should then be referred to the Vice-Chair of Governors.