



GUILDHALL FEOFFMENT
COMMUNITY PRIMARY SCHOOL

Code of Conduct for Governors

2025

Based on National Governance Association model policy, July 2022

Revised and Approved by the Governing Body:

Review by:

Please destroy any previous copies

Signed _____ Chair of Governors

Date _____

This school is committed to the safeguarding of children and young people as well as all adults. A copy of our Safeguarding Policy is available upon request.

Code of Conduct for Governors

This Code of Conduct is intended to support you in carrying out your duties as a governor at Guildhall Feoffment Community Primary School. It sets out the standards that should underpin the actions and decisions of the Full Governing Body and your actions and behaviour as an individual in carrying out those duties effectively.

Being a Governor can be demanding, but it is also immensely rewarding. We are fortunate at GFCPS that our Governing Body comprises people from a range of backgrounds and with diverse expertise; we support each other productively by working collaboratively together.

The safety of children and young people under the age of 18 is of primary importance both in education and in society. This is why you need to read the Government guidance, *Keeping Children Safe in Education* (KCSiE) and its annual updates in full. You should also regularly complete certificated Safeguarding training, such as that offered by Schools Choice or by The National College (the main training provider for GFCPS).

It is important to acknowledge that safeguarding concerns can arise anywhere, and that the mantra 'the welfare of the child is paramount' overrides certain rights of privacy in other UK law. Following this Code of Conduct will help you protect your own professional reputation as well as the reputation of the Governing Body and of the school. Please recognize that the terms 'actions' or 'behaviour' in this document also cover '*failure to act*' in cases where an action is required. Therefore, should you become aware of matters or allegations concerning the safety of a child, whether at GFCPS or elsewhere, you should seek the advice in confidence of the Chair of Governors and the Designated Safeguarding Lead at the school. They will be able to advise you and will know where to go for additional help if necessary.

We agree to abide by the Seven Nolan Principles of Public Life:

Selflessness

We will act solely in terms of the public interest.

Integrity

We will avoid placing ourselves under any obligation to people or organisations that might try inappropriately to influence us in our work. We will not act or take decisions in order to gain financial or other material benefits for ourselves, our family, or our friends. We will declare and resolve any interests and relationships.

Objectivity

We will act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

We are accountable to the public for our decisions and actions and will submit ourselves to the scrutiny necessary to ensure this.

Openness

We will act and take decisions in an open and transparent manner. Information will not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

We will be truthful.

Leadership

We will exhibit these principles in our own behaviour. We will actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

We will focus on our core governance functions:

1. ensuring there is clarity of vision, ethos and strategic direction
2. holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff
3. overseeing the financial performance of the organisation and making sure its money is well spent
NGA recognises the following as the fourth core function of governance:
4. ensuring the voices of stakeholders are heard

As individual board members, we agree to:

Fulfil our role & responsibilities

1. We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day-to-day management.
2. We will develop, share and live the ethos and values of our school.
3. We agree to adhere to school policies and procedures as set out by the relevant governing documents and law.
4. We will work collectively for the benefit of the school.
5. We will be candid but constructive and respectful when holding senior leaders to account.

6. We will consider how our decisions may affect the school and local community.
7. We will stand by the decisions that we make as a collective.
8. 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.
9. We will only speak or act on behalf of the board if we have the authority to do so.
10. We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
11. When making or responding to complaints we will follow the established procedures.
12. We will strive to uphold the school's reputation in our private communications (including on social media).
13. We will have regard to our responsibilities under [The Equality Act](#) and will work to advance equality of opportunity for all.

Demonstrate our commitment to the role

1. We will involve ourselves actively in the work of the board, and accept our fair share of responsibilities, serving on committees or working groups where required.
2. We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
3. We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
4. We will get to know the school well and respond to opportunities to involve ourselves in school activities.
5. We will visit the school and when doing so will make arrangements with relevant staff in advance and observe school and board protocol.
6. When visiting the school in a personal capacity (for example, as a parent or carer), we will continue to honour the commitments made in this code.
7. We will participate in training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

Build and maintain relationships

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

Respect confidentiality

1. We will observe complete confidentiality both inside and outside of school when matters are deemed confidential or where they concern individual staff, pupils or families.
2. We will not reveal the details of any governing board vote.
3. We will ensure all confidential papers are held and disposed of appropriately.
4. We will maintain confidentiality even after we leave office.

Declare conflicts of interest and be transparent

1. We will declare any business, personal or other interest that we have in connection with the board's business, and these will be recorded in the [register of business interests](#).
2. We will also declare any conflict of loyalty at the start of any meeting should the need arise.
3. 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.
4. We accept that the Register of Business Interests will be published on the school's website.
5. We will act as a governor; not as a representative of any group.
6. We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing board, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school website.
7. We accept that information relating to board members will be collected and recorded on the DfE's national database (Get Information about Schools), some of which will be publicly available.

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

Further reading from National Governance Association

- [What governing boards and school leaders should expect from each other](#)
 - [Governing board skills audit](#)
 - [Model role descriptions for chairs, governors, trustees and governance professionals](#)
 - [Effective teamwork](#): a guide for governing boards
-