

SAPINETIA EDUCATION TRUST

A CODE OF CONDUCT FOR GOVERNORS

1. This Code has been formally adopted by the Board to set standards of good practice. It supplements the formal powers and responsibilities as laid out in the Academy's Memorandum and Articles of Association, the Education Act as amended by the Learning and Skills Act 2000 and the Education Act 2002 as well as the Companies Act 1985 (and subsequent Acts) and Charity Law and the requirements of the Charity Commission and its Statement of Recommended Practice (SORP) – Accounting and reporting by Charities as revised in March 2005. It also reflects best practice as promoted by the National Governance Association.
2. Each Governor agrees to adhere to this Code of Conduct on taking up office.
3. Governors agree to act in accordance with the seven principles of public life, namely selflessness, integrity, objectivity, accountability, openness, honesty and leadership in the interests of the School and its students.
4. The decisions taken by Governors at meetings of the Local Governing Body (LGB) or its committees should be based on an honest assessment of the facts and for the benefits of the Academy as a whole, unbiased by partisan representative views or personal motives.
5. Governors agree to work co-operatively so that the Board and its CEO may perform different but complimentary roles effectively. It is the Board's responsibility to decide strategic policy and overall direction and to monitor performance and it is the CEO's role to implement Board decisions and manage the Academy's affairs within the framework and budgets set by the Board.
6. Governors should comply with standing orders to ensure that the LGB conducts itself in an orderly, fair, open and transparent manner.
7. Governors owe a fiduciary duty to the Academy. This means that they should show it the highest loyalty and act in good faith in its best interests.
8. Governors accept that in the interests of open governance that their names, date of appointment, term of office, roles and responsibilities, relevant business and pecuniary interests will be published on the school's website.

COLLECTIVE RESPONSIBILITY

9. The LGB operates by majority decision-making at quorate meetings. All Governors have a duty to stand by decisions of the LGB even when these are not unanimous.
10. Governors accept that they have no legal authority to act individually except when the Board has given them delegated authority to do so.

11. Governors are collectively responsible for observing the duties set out in the Supplementary Funding Agreement and the Academies Financial Handbook.
12. In making or responding to criticism or complaints. Governors will follow the procedures established by the Board. In particular, when responding to complaints, Governors must act in accordance with the School's Complaints Policy.
13. Governors will actively support and challenge executive leaders. However, they will also respect the role of executive leaders and their responsibility for the day to day management of the organisation and avoid any actions that might undermine such arrangements.

CONFLICTS OF INTEREST

14. Governors should not allow any conflict of interest to arise which might interfere, or be perceived to interfere with the exercise of their independent judgement; any such conflicts should be declared openly and immediately and Governors should withdraw from that part of the meeting at which the matter giving rise to the conflict is considered. In particular, Governors must disclose any direct or indirect financial interest they have, or may have, in the supply of work or goods for the Academy or in any contract or proposed contract concerning the Academy.
15. Governors must not accept gifts, hospitality or benefits of any kind from a third party which might be seen to compromise their personal judgement or integrity.
16. The Clerk will maintain a Register of Interests which will be open for public inspection; Governors should routinely disclose potential interests, financial or otherwise, which they may have for entry in the Register.

CONFIDENTIALITY

17. Governors agree to respect the confidentiality of those items of business which the LGB or its Committees deem from time to time should remain confidential.
18. Governors may only make statements or express opinions on behalf of the Board unless specifically delegated either by the Board or the Chairman to do so.
19. Governors should refer all matters regarding Schools Admissions or School Admissions Appeals to the Clerk without comment.
20. Governors accept that the requirements relating to confidentiality will continue to apply after they leave office.

ATTENDANCE AT MEETINGS

21. Becoming a Governor involves a commitment of significant amounts of time and energy. Governors should give priority, as far as practicable, to attendance at meetings of the LGB and its Committees; individual Governors will be expected to attend at least 75% of the meetings of the LGB or Committees of which they are members.
22. Any Governor who has not attended a meeting of the LGB for a period of six consecutive months without the permission of the Board may be removed from office by the Board. A Governor who fails to attend for such a period without justifiable reason will be expected to resign membership.

GOVERNOR DEVELOPMENT

23. The MAT will arrange induction training and development programmes for Governors. Governors should take these and other opportunities to enhance their effectiveness and to increase their knowledge of the Academy.
24. To promote more effective Governance, Governors will be expected to carry out regular review of the performance of the LGB, of its duties and responsibilities, and of personal performance, as part of the process for continuous improvement.

I confirm that I have read, understood and agree to abide by this Code of Conduct.

Name:.....

Signed.....

Date.....

Copy to be retained with School Governance documentation