



# Code of Conduct for the School Governing Body – 2024 - 25

**Richard Challoner School** is a Catholic school which aims to ensure all students, staff and Governors can achieve their God given potential. The school is justifiably proud of the excellent relationships which exist between students, staff, parents and Governors. All Governors are encouraged to play their full part in ensuring the school can continue to flourish and ensure that every student receives the best education possible, given their ability, talents and needs.

This code sets out the expectations on and commitment required from Governors in order for the Governing Body to properly carry out its work within the school and the community.

The Governing Body is the school's accountable body. It is responsible for the conduct of the school and for promoting high standards. The Governing Body aims to ensure that children are attending a successful school which provides them with a good education and supports their well-being.

Once this code has been adopted by the Governing Board, all Governors agree to faithfully abide by it.

We agree to follow the [charity governance code](#)

### **We will abide by the 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 apply the highest standards and will:

1. act within our powers
2. promote the success of the trust
3. exercise independent judgement
4. exercise reasonable care, skill and diligence
5. avoid conflicts of interest
6. not accept benefits from third parties
7. declare interest in proposed transactions or arrangements

### As Governors, we will focus on our core purpose:

**Strategic leadership:** The Governing Board aids the setting and defining of the school's strategic direction, including its vision and strategic priorities. It establishes and models the school's culture, values and ethos. Students, both current and future are at the forefront of decision-making, with the principles of those who have gone before. The aim to provide an outstanding and inclusive education as well as opportunities for wider curriculum to develop the whole person.

**Accountability and assurance:** The Governing Board has robust effective oversight of the operations and performance of the school, including the provision of education, student welfare, overseeing and ensuring appropriate use of funding and effective financial performance, keeping the school's estates secure and well-maintained. As well as consideration for the environment and sustainability for the future.

**Strategic engagement:** The Governing Board has strategic oversight of strong relationships with stakeholders. The Governing Body receives feedback from parents, pupils via school parliament, other schools, the local authority and our local communities.



### As individuals on the board we agree to the following:

#### 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 fulfil our role and responsibilities as set out in our Scheme of Delegation.
3. We will develop, share and live the ethos and values of our school.
4. We agree to adhere to school policies and procedures.
5. We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring or right to work checks.
6. We will work collectively for the benefit of the school.
7. We will be candid but constructive and respectful when holding senior leaders to account.
8. We will consider how our decisions may affect the school and local community.
9. We will stand by the decisions that we make as a collective.
10. Where decisions and actions conflict with the Seven Principles of Public Life or may place students at risk, we will speak up and bring this to the attention of the relevant authorities.
11. We will only speak or act on behalf of the board if we have the authority to do so.
12. We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
13. When making or responding to complaints we will follow the established procedures.
14. We will strive to uphold the school's reputation in our private communications (including on social media).
15. 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 to the Governance Professional 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 (i.e. as a parent or carer), we will continue to honour the commitments made in this code.
7. We will participate in induction 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.
2. We will respect the remit of, and engage constructively with, relevant authorities, sector bodies and other trusts.
3. We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
4. We will work to create an inclusive environment where each board member's contributions are valued equally.
5. 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, students 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. We will advise any revisions to the declaration of Business or Pecuniary Interests to the Governance Professional immediately.
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 website.
5. We will act in the best interests of the school as a whole and 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.

### Breach of this code of conduct

- ✦ We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.
- ✦ 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 Governing Body member, such as the vice chair will investigate

Adopted by Richard Challoner Board of Governors on

Governors will sign the Code at the first Governing Body meeting of each school year.

Signed..... (Chair of Governors)

The Governing board agree that this code of conduct will be reviewed annually, upon significant changes to the law and policy or as needed and it will be endorsed by the full governing board.



### Adopted by the Governing Body

Mr Sean Maher.....

Mr Kevin Beatty.....

Ms Vera Bermingham.....

Mrs Elspeth Casey .....

Mr Francis Corrigan.....

Mr Franco D'Agostino.....

Professor Roland Dannreuther.....

Fr Joseph Edem .....

Mrs Louise Fenner-Jiggins.....

Mr Daren King.....

Mrs Fiona Marshall.....

Mrs Kiki Mayhew .....

Mrs Nicola Noble .....

Mr Timothy Povey.....

Mrs Ash Winston .....

### Non Governors – Members of Committee

Mr Neil Henderson.....

Mr Ian O'Brien.....

Mr Matthew Webber.....

Signed copy of the Governors' Code of conduct is on file. Newly appointed / elected Governors through the year are to sign on appointment.