

A large, faint, light grey background image of a stag's head with large antlers, centered on the page.

# **Governance Code of Conduct**

## **Trust Board and School Local Advisory Boards**

### **2022-23**

**Approved:** Trust Board – 14/09/22

**Review Date:** September 2023

# Code of Conduct

## Bradgate Education Partnership Multi Academy Trust Board (“Trust Board”) and Trust School Local Advisory Boards (“LABs”)

**2022-23**

This code sets out the expectations on and commitment required from trustees, school governors and committee members in order for the Trust Board/LABs to properly carry out their work within the school/s and the community. It applies to all levels of school governance.

Once approved by the Trust Board, the Code will apply to all trustees/governors/committee members.

For the avoidance of doubt, throughout this document “trustee” will refer to members of the Trust Board, and “governor” will refer to members of school LABs.

**This Code should be read in conjunction with the relevant law, Bradgate Education Partnership Trust Articles of Association, the agreed Trust Scheme of Delegation and Terms of Reference.**

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

**Those governing at local level:** We recognise and support the principles set out in the [charity governance code](#)

**We agree to 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 / trustees, we will focus on our core governance functions (with reference to Scheme of Delegation):**

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
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 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 the Trust and our schools.
4. We agree to adhere to school/trust policies and procedures as set out by the relevant governing documents and law.
5. We will work collectively for the benefit of the schools.
6. We will be candid but constructive and respectful when holding senior leaders to account.
7. We will consider how our decisions may affect the schools and local community.
8. We will stand by the decisions that we make as a collective.
9. Where decisions and actions conflict with the Seven Principles of Public Life (see Annex) or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
10. We will only speak or act on behalf of the board if we have the authority to do so.
11. **Trustees:** We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
12. When making or responding to complaints we will follow the established procedures.

13. We will strive to uphold the reputation of the Trust and our schools in our private communications (including on social media).
14. We will have regard to our responsibilities under [The Equality Act](#) and will work to advance equality of opportunity for all.
15. **Those governing at local level:** We will act as the local ambassadors for our trust.

### **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/s well and respond to opportunities to involve ourselves in school activities.
5. We will visit the school/s 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/ communities.
2. **Those governing at local level:** We will champion the voices of our school community and stakeholders.
3. **Those governing at local level:** We will establish effective working relationships with trustees.
4. **Trustees:** We will engage with and be accountable to those governing at local level.
5. We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
6. We will work to create an inclusive environment where each board member's contributions are valued equally.
7. 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/trust's website.
5. We will act as a trustee/academy committee member; 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's website.
7. We accept that information relating to board members will be collected and recorded on the DfE's national database of governors (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.**

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**Adopted by: Bradgate Education Partnership Trust Board on 14/09/22**

The Trust Board agrees 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 board.

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