



Murray Park School

Title of Policy	Guidance on Governors' Role in School including Code of Conduct
Date of adoption	Autumn 2025
Originator	Nicola Caley
Date of review	Autumn 2028
Additional information	Update May18 Data will be processed to be in line with our requirements and protections set out in the UK General Data Protection Regulation, Data Protection Act as amended by the Data (Use and Access) Act 2025. Policy adopted in 2016, reviewed but not changed in 2019 & 2022 Updated January 2021 - Following leaving the European Union policy updated to refer to UK GDPR Updated November 2025 - statement updated re how data is processed.

Guidance on Governors' Role

The Murray Park School governing board has the following core strategic functions:

Establishing the strategic direction, by:

- Setting the vision, values, and objectives for the school
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing the headteacher
- Monitoring progress towards targets
- Performance managing the headteacher
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

As individuals on the board we agree to the following:

Role & Responsibilities

- ✓ We understand the purpose of the board and the role of the headteacher.
- ✓ We accept that we have no legal authority to act individually, except when the board has given us delegated authority to do so, and therefore we will only speak on behalf of the governing board when we have been specifically authorised to do so.
- ✓ We accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will not speak against majority decisions outside the governing board meeting.
- ✓ We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will fulfil all that is expected of a good employer.
- ✓ We will encourage open government and will act appropriately.
- ✓ We will consider carefully how our decisions may affect the community and other schools.
- ✓ We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school. Our actions within the school and the local community will reflect this.
- ✓ In making or responding to criticism or complaints affecting the school we will follow the procedures established by the governing board.
- ✓ We will actively support and challenge the headteacher.

Commitment

We acknowledge that accepting office as a governor involves the commitment of significant amounts of time and energy.

We will each involve ourselves actively in the work of the governing board, and accept our fair share of responsibilities, including service on committees or working groups.

We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.

We will get to know the school well and respond to opportunities to involve ourselves in school activities.

We will visit the school, with all visits to school arranged in advance with the staff and undertaken within the framework established by the governing board and agreed with the headteacher.

We will consider seriously our individual and collective needs for training and development, and will undertake relevant training

Relationships

We will strive to work as a team in which constructive working relationships are actively promoted.

We will express views openly, courteously and respectfully in all our communications with other governors.

We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.

We are prepared to answer queries from other governors in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.

We will seek to develop effective working relationships with the headteacher, staff and parents, the local authority and other relevant agencies and the community.

Confidentiality

We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside school

We will exercise the greatest prudence at all times when discussions regarding school business arise outside a governing board meeting.

We will not reveal the details of any governing board vote.

Conflicts of interest

We will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing board's business

In the Register of Business Interests, and if any such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time.

We will also declare any conflict of loyalty at the start of any meeting should the situation arise.

We will act in the best interests of the school as a whole and not as a representative of any group, even if elected to the governing body.

Breach of this Code of Conduct

If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; the governing board 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 governor, such as the vice chair will investigate.

The Seven Principles of Public Life

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

- **Selflessness** - Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.
- **Integrity** - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.
- **Objectivity** - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.
- **Accountability** - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- **Openness** - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands. **Honesty** - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest. -

Holders of public office should promote and support these principles by leadership and example

The following information will be made readily available to the public via the school website and complimentary hard copies will be made available upon request:

- The structure and remit of the Governing Board and any committees.
- For each governor who has served at any point over the last 12 months the following:
 - Full name, Date of appointment and Term of office.
 - The Date stepped down (where applicable),
 - Which body appoint them and Category of governor.
 - Attendance record at governing board and committee meetings over the last academic year and the of any committees the governor serves on.
 - Details of any positions of responsibility such as Chair or Vice Chair of the Governing Board or a committee of the governing board.
 - Governing boards should also publish this information for associate members, making clear whether they have voting rights on any of the committees they serve on.
 - Relevant business and pecuniary interests of governors.
 - Details of any educational establishments they govern.
 - Relationships between governors and members of the school staff, including spouses, partners and relatives.

Any governor failing to provide information to enable the governing board to fulfil their responsibilities may be in breach of the Code of Conduct and, as a result, be bringing the governing board into disrepute. In such cases the governing board should consider suspending the governor.

Data Protection & GDPR

Data will be processed in line with requirements and protections set in the UK General Data Protection Regulation (UK GDPR)

Link Governors

Link Area	Staff Link
Safeguarding (Child Protection)	Rebecca Somes
SEND	Sian Hubbard
Careers	Jan Woolley

Health and Safety	Alison Baker
GDPR (UK)	Heather Halford
Training	Nicola Caley

Please refer to the Governors' School Visit Policy for more information on how to support and monitor the school during your role as a governor.