



# CODE OF CONDUCT FOR GOVERNORS OF A LOCAL GOVERNING BODY

<b>Date approved:</b>	April 2019
<b>Version:</b>	04
<b>Date revision approved:</b>	21 September 2021
<b>Publication Scheme:</b>	Trust Website / Local Schools' Websites
<b>Next Review Date:</b>	Autumn Term 2023
<b>Document Owner:</b>	Trust Lead for Local Governance

Audience	3
Overview	3
Purpose	3
Definitions	4
Responsibilities	4
Principles / Responsibilities to Follow	4
Commitment	5
Relationships	6
Confidentiality	6
Conduct	7
Conflict of Interest	7
Agreement	8
Breach of this Code	8
Equality Statement	9
Legal Considerations	10
Related Policies	10
Related Procedures	10
Standards and Guidance	10
Supporting Information/Websites	11
Contacts	11
Appendix 1: Nolan Principles	12
Selflessness	
Integrity	
Objectivity	
Accountability	
Openness	
Honesty	
Leadership	
Appendix 2: Governor or a Local Governing Body Declaration	14
Appendix 3 – Automatic Disqualification	15
Appendix 4 – CES Model Foundation Governor of a Local Governing Body Declaration	18

# 1. Audience

- 1.1. This document should be read and understood by governors of Local Governing Bodies and Interim Advisory Boards.

# 2. Overview

- 2.1. This Code of Conduct has been written with reference to the Catholic Education Service Model Code of Conduct for Governors of a Local Governing Body for an Academy Trust Company, the National Governors Association Model Code of Conduct for School Governing Boards 2018 and the Seven Nolan Principles for Public Life (Appendix 1).
- 2.2. The Local Governing Body (LGB) should endeavour to operate at a strategic level, leaving the School's senior leadership responsible and accountable for the operational day to day running of the School. It is by achieving this aim that the LGB can ensure that the School has effective governance. The core strategic function as a LGB, to the extent that any of these functions have been delegated to the LGB through the Trust's Scheme of Delegation are in:
  - 2.2.1. Ensuring clarity of Catholic vision, ethos and strategic direction;
  - 2.2.2. Holding the appropriate senior leadership within the School to account for the educational performance and Catholic character of the School and its pupils, and for the internal organisation, management and control of the School, including performance management of staff; and
  - 2.2.3. Meeting statutory duties; and
  - 2.2.4. Ensuring resources allocated by the Trust are focused on meeting agreed school priorities; and
  - 2.2.5. Ensuring risks to the organisation are managed.

# 3. Purpose

- 3.1. This Code of Conduct sets the expectations of conduct of all Governors serving the schools within the Nicholas Postgate Catholic Academy Trust (NPCAT), including those serving as members of an Interim Advisory Board (IAB).

## 4. Definitions

<b>Trust Board</b>	The term "Trust Board" in this document means the board of directors of the Nicholas Postgate Catholic Academy Trust company. There is a separate Code of Conduct document for the directors of the Trust.
<b>Local Governing Body</b>	The term "Local Governing Body" means the Local Governing Body (LGB) (or any other committee operating at local level, ie Interim Advisory Board (IAB).
<b>Governors</b>	The term "Governors" in this document means Governors of the local governing body (LGB), or any other committee operating at a local level ie an Interim Advisory Board (IAB)

## 5. Responsibilities

- 5.1. The responsibility for the effectiveness of this Code of Conduct rests with the Governors both individually and collectively as a governing body.
- 5.2. Further information about specific roles and responsibilities for Governors can be found in the Trust's key documents; Articles of Association, Scheme of Delegation, Terms of Reference and Link Governor Framework.

## 6. Principles / Responsibilities to Follow

- 6.1. The LGB, collectively and as individuals, will carry out its business with regards to the seven principles of public life, known as the [Nolan Principles \(Appendix 1\)](#). The following is not a definitive statement of responsibilities, this Code of Conduct is concerned with the common understanding of broad principles by which the LGB and individual Governors will operate.

### **The Local Governing Body:**

- 6.2. Is responsible for monitoring the broad policies, plans and procedures within which the School operates.
- 6.3. Will recognise that the Headteacher is responsible for the implementation of policy and day-to-day management of the School and the implementation and operation of the curriculum.
- 6.4. Will recognise the equal status of all Governors, and although appointed by different groups such as the Diocese, parents and staff, the overriding concern of the LGB will be the welfare of the School as a whole.

**Governors will**

- 6.5. Recognise that they have a duty to act fairly and without prejudice, and in so far as they have a responsibility for staff, to fulfil all legal expectations as, or on behalf of, the employer (the Trust).
- 6.6. Encourage open governance and be seen to be doing so.
- 6.7. Consider carefully how their decisions may affect other schools, particularly those within the Trust.
- 6.8. Act at all times in accordance with the Trust's Articles of Association and Scheme of Delegation.

## 7. Commitment

**The Local Governing Body will:**

- 7.1. Evaluate their effectiveness as a governing body by way of completing a skills audit and self-evaluation form (SEF) on an annual basis.

**Governors will:**

- 7.2. Acknowledge that accepting office as a Governor involves the commitment of significant amounts of time and energy.
- 7.3. Each involve themselves actively in the work of the LGB, attend meetings regularly and accept a fair share of responsibilities.
- 7.4. Get to know the School well and respond to opportunities to involve themselves in school activities.
- 7.5. Ensure that individual and collective needs for training and development are consistently monitored and opportunities to undertake relevant training are encouraged by accessing the NPCAT annual calendar of CPD.

## 8. Relationships

**Governors will:**

- 8.1. Strive to fulfil the Bishop's Vision for Catholic Education, build all relationships on the core values of the Gospel based on the Beatitudes, summarised as: faithfulness and integrity; dignity and compassion; humility and gentleness; truth and justice; forgiveness and mercy; purity and holiness; tolerance and peace; and service and sacrifice.

- 8.2. Strive to work as a team in which constructive working relationships are actively promoted.
- 8.3. Express views openly, courteously and respectfully in all their communications with other governors.
- 8.4. Support the Chair in ensuring appropriate conduct both at meetings and at all times.
- 8.5. Be prepared to answer queries from other governors in relation to delegated functions and take into account any concerns expressed, acknowledging the time, effort and skills that have been committed by those involved.
- 8.6. Seek to develop effective working relationships with the Senior Leadership, staff and parents at the School, the parish(es) and community which the school serves, other relevant agencies and officers and directors of the Trust.
- 8.7. Maintain professional relationships when visiting the School in a personal capacity (ie as a parent), being mindful of their underlying responsibility as a governor.

## 9. Confidentiality

### **Governors will:**

- 9.1. Observe complete confidentiality regarding proceedings of the LGB in meetings and from visits to school as Governors.
- 9.2. Observe complete confidentiality when required or asked to do so by the LGB, especially regarding matters concerning individual staff or pupils.
- 9.3. Exercise the greatest prudence if a discussion of a potentially contentious issue affecting the school arises outside the LGB.
- 9.4. Not reveal the details of any governing body vote.
- 9.5. Accept that, in the interests of open governance, full names, date of appointment, terms of office, roles on the governing body, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for their appointment will be published on the School's website.
- 9.6. Accept that, in the interests of transparency, the information relating to Governors will be collected as above and logged on the DfE's national database of Governors (Get Information About Schools).
- 9.7. Understand that the requirements relating to confidentiality will continue to apply after a Governor leaves office.

## 10. Conduct

### **Governors will:**

- 10.1. Encourage the open expression of views at meetings, but accept collective responsibility for all decisions made by the LGB or its delegated agents. Members will not speak out against decisions, in public or private, outside the LGB.
- 10.2. Only speak or act on behalf of the LGB when having been specifically authorised to do so by the board.
- 10.3. Follow the procedures established by the Trust in making or responding to criticism or complaints affecting the School.
- 10.4. Not make negative or inappropriate comments about the School or Trust on social media or reply to posts about the School or staff from other members of the community.
- 10.5. Undertake visits to School within the link governance framework in agreement with the Headteacher and / or Senior Trust Standards Officers / Trust Lead for Local Governance.
- 10.6. Always be mindful of their responsibility to maintain and develop the ethos and reputation of the School and Trust when discharging their duties.

## 11. Conflict of Interest

### **Governors will:**

- 11.1. Always act in the best interests of the charitable objects set out in the Articles of Association.
- 11.2. Will record any pecuniary or other business interest (including those related to people they are connected with) that they have in connection with the governing body's business on the Register of Business Interests Form, and if any such conflicted matter arises in a meeting will offer to leave the meeting for the appropriate length of time.
- 11.3. Will also declare any conflict of loyalty at the start of any meeting should the situation arise.

## 12. Agreement

- 12.1. The work of the LGB and its responsibilities and powers is set out in the Trust's Articles of Association, Scheme of Delegation and Terms of Reference. It is the responsibility of each member of the LGB to read and understand their role in this context.
- 12.2. [The Articles of Association \(para. 103\)](#) and [Scheme of Delegation \(para.6.1.6\)](#) states, "All persons appointed or elected to the Local Governing Body shall give a written undertaking to the Directors, the Bishop and the Diocesan Trustees to uphold the objects of the Multi-Academy Trust Company. The Clerk shall be responsible for ensuring that this has been completed and that a copy has been sent to the Diocesan Education Service."
- 12.3. A copy of the declaration can be found in [Appendix 2](#).
- 12.4. In the case of Foundation Governors the declaration referred to as [Appendix 2](#) will be required in addition to any declaration that was signed upon appointment and which is held at the Curial Office. A copy of the foundation Governor declaration can be found at [Appendix 4](#).

## 13. Breach of this Code

- 13.1. Where it is believed that a breach of this code has taken place, members of the LGB are required to raise the issue with the Chair. It is the Chair's responsibility to determine the investigatory process (if any) in consultation with the Trust's Lead for Local Governance, and with reference to the Trust's Complaints Procedures where applicable.
- 13.2. It may be appropriate to follow up the investigation with any of the following:
  - A verbal warning
  - A written warning
  - Compulsory training
  - Reparation (ie an apology, withdrawal of a statement)
  - Suspension from delegated duties.
  - Suspension from the governing body (for up to six months)
  - Removal (where authority is granted from the appointing body)
- 13.3. Where the Chair believes that a breach of the code merits a suspension from the governing body, then a meeting of the LGB must be called to agree to this action, and notification of the suspension date, length of time and the reasons for the suspension must be given to the governor concerned in writing. A copy of this letter will be produced and sent by the clerk. Where any suspension relates to a Foundation Governor the Trust will liaise with the Diocese prior to taking any action.

- 13.4. Where the Chair believes that a breach of the code is sufficiently serious to merit removal from the Governing Body, then the required protocols for removal must be followed. Only the appointing body may remove a Governor from the LGB, ie in the case of Foundation Governors, removal may only be carried out by the Bishop. Chairs should note that removal from the LGB must be put on record and will not only disqualify the individual from being appointed as a Governor in the future, but will lead to removal from any other school governing body of which they are a member.
- 13.5. Where it is the Chair of Governors who is believed to have breached this code, a panel of the Trust's Directors may be appointed to consider and manage the necessary outcomes in conjunction with the Trust Lead for Local Governance.
- 13.6. Suspension or Removal should only be used as a last resort after more constructive ways to resolve any difficulties or disputes have been sought.
- 13.7. Where the Trust has any concerns around the attendance levels or conduct in respect of a Foundation Governor, which could lead to a request for removal, then these will be addressed through the Diocese, in line with the Diocesan Schools' Service Governor Handbook.

## 14. Equality Statement

- 14.1. Those within NPCAT who have responsibilities defined within this Code of Conduct will carry out their duties with regard to the Trust's Equality Statement and commitment to abide by the Equality Act 2010:
  - Accepting our legal duty to ban unfair treatment and achieve equal opportunities in the classroom, the workplace and in wider society.
  - We have regard for our duty to:
    - Eliminate unlawful discrimination, harassment and victimisation
    - Advanced equal opportunity
    - Foster good relations

## 15. Legal Considerations

- 15.1. The Trust recognises its responsibilities to appoint only those who are eligible to hold office and to publish details of reasons for disqualification as set out in the Charities (Protection and Social Investment) Act 2016 and the Charities Act 2011.

## 16. Related Policies

- NPCAT - Complaints Policy

- NPCAT - Equality Statement
- NPCAT - General Data Protection Regulation (GDPR) Policy
- NPCAT - Managing Allegations of Abuse Against Staff and Volunteers -
- NPCAT - Media Engagement Policy
- NPCAT - Social Networking Policy
- NPCAT - Virtual Meeting Policy
- NPCAT - Trust Financial Regulations
- NPCAT - ICT Security Policy

## 17. Related Procedures

- NPCAT - Governance\_Handbook

## 18. Standards and Guidance

- [Articles of Association](#)
- [Scheme of Delegation](#)
- [Terms of Reference](#)
- [Link Governance Framework](#)
- [Academy Trust Handbook](#)
- [Governance Ensuring Accountability In our Schools](#)
- CES Diocesan Protocols for academies within the trusteeship of the Diocese of Middlesbrough
  - [Preamble Section 8 - "The Role of Your Diocese"](#)
  - [Appendix 1 - "The Seven Principles of Public Life"](#)
  - [Diocesan Protocols Section 10 - "Protocol on Governance"](#)

## 19. Supporting Information/Websites

- [DfE Governance handbook and competency framework](#)

## 20. Contacts

Fiona Jennings  
Trust Lead for Local Governance  
Nicholas Postgate Catholic Academy Trust  
Postgate House  
Saltersgill Avenue  
TS4 3JP  
Tel: 01642 529200 ext 7009  
Email: [jennings.f@npcat.org.uk](mailto:jennings.f@npcat.org.uk)

## Appendix 1: Nolan Principles

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally. All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services and includes Governors of NPCAT.

### Selflessness

Holders of public office should act solely in terms of the public interest.

### Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

### Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

### Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

### Openness

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

Extracted from the "Second Report of the Committee on Standards in Public Life", The Nolan committee, (1996)

## Honesty

Holders of public office should be truthful.

## Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## Appendix 2: Governor of a Local Governing Body Declaration

As a governor of the Local Governing Body of [insert name of school], part of the Nicholas Postgate Catholic Academy Trust, I undertake that I:

- Will preserve and develop the Catholic character of the School
- Will not act in any way that is detrimental and/or prejudicial to the interests of Catholic education in the Diocese, the Trust or the School
- Have read, understood and will adhere to this Code of Conduct and to the declaration in Appendix 2: Governor of a Local Governing Body Declaration Form
- Will also adhere to Appendix 1: The Nolan Principles
- Have read and understood any diocesan and legal criteria for appointment and continued eligibility as a governor
- Can confirm to the best of my knowledge I am eligible as a governor (Appendix 4)
- Declare that I am not disqualified by law from appointment or eligibility as a governor
- Agree to DBS checks and any other relevant checks being conducted that may be required by law or good practice
- Understand that any refusal to do so may result in the termination of my appointment

### Confidentiality Statement

I understand that all governors have a duty not to discuss any item of governors' business outside the meeting.

I understand that if a governor is found in breach of his or her duty of confidentiality to the school, staff or to the pupils, the Local Governing Body can decide to suspend a governor for a period of up to six months.

- I have read and understood the confidentiality statement.

Signed by the Governor: \_\_\_\_\_

Dated: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Type of Governor:

- E signatures are acceptable
- Acceptance to the Code is required by signature annually from every governor (at the beginning of each academic year)
- Signed copies of this Declaration from each governor should be retained by the Clerk

## Appendix 3 – Automatic Disqualification

Automatic Disqualification Declaration Charities must satisfy themselves (with effect from 1 August 2018) that individuals who hold (or are applying for) a Governor position are not disqualified from holding that position.

Charities must ensure that declaration forms are handled and processed in accordance with duties under the General Data Protection Regulation (GDPR).

Individuals who hold, or are applying for, a Governor position, must declare that they are not disqualified from holding the position with effect from 1 August 2018.

From 1 August 2018, individuals will be automatically disqualified from acting as a Governor of a charity if:

- one or more of the disqualification criteria apply, and,
- they have not obtained a waiver of that disqualification from the Charity Commission
- Completing the Declaration
- read the automatic disqualification guidance to decide if you are disqualified with effect from 1 August 2018
- complete and sign this declaration to confirm that you are not disqualified
- if disqualification criteria does apply, you may be able to apply for a waiver from the Charity Commission, which would allow you to take up or continue to act as a trustee
- pass a copy of the completed declaration to the charity for retention

After 1 August 2018, you will be automatically disqualified from acting as a Governor if,

1. You have an unspent conviction for any of the following:
  - a. an offence involving deception or dishonesty
  - b. a terrorism offence
    - i. to which Part 4 of the Counter Terrorism Act 2008 applies
    - ii. under sections 13 or 19 of the Terrorism Act 2000
  - c. a money laundering offence within the meaning of section 415 of the proceeds of crime act 2002
    - i. a bribery offence under sections 1, 2, 6 or 7 of the bribery act 2010
    - ii. an offence of Contravening a Commission Order or Direction under section 77 of the charities act 2011
    - iii. an offence of misconduct in public office, perjury or perverting the course of justice in relation to the above offences, an offence of, attempt, conspiracy, or incitement to commit the offence, including aiding, or abetting, counselling or procuring the commission of the offence, or under Part 2 of the serious crime act 2007 (encouraging or assisting) in relation to the offence.
2. You are on the Sex Offenders Register, that is, subject to notification requirements of Part 2 of the sexual offences act 2003.
3. You have an unspent sanction for contempt of court for making, or causing to be made, a false statement or for making, or causing to be made, a false statement in a document verified by a statement of truth.

4. You have been found guilty of disobedience to an order or direction of the commission under section 336(1) of the charities act 2011.
5. You are a designated person for the purposes of Part 1 of the terrorist asset- freezing etc. act 2010, or the Al Qaida (asset freezing) regulations 2011.
6. You have previously been removed as an officer, agent or employee of a charity by the Charity Commission, the Scottish charity regulator, or the High Court due to misconduct or mismanagement.
7. You have previously been removed as a trustee of a charity by the Charity Commission, the Scottish charity regulator, or the high Court due to misconduct or mismanagement.
8. You have been removed from management or control of any body under section s34(5)(e) of the Charities and Trustee Investment (Scotland) Act 2005 (or earlier legislation).
9. You are disqualified from being a company director, or have given a disqualification undertaking, and leave has not been granted (as described in section 180 of the Charities Act) for you to act as director of the charity.
10. You are currently declared bankrupt (or subject to bankruptcy restrictions or an interim order).
11. You have an Individual Voluntary Agreement (IVA) to pay off debts with creditors.
12. You are subject to a moratorium period under a debt relief order, or a debt relief restrictions order, or an interim order.
13. You are subject to an order made under s.429(2) of the Insolvency Act 1986 (failure to pay under a County Court Administration Order).
  - a. has received a prison sentence of two years or more in the 20 years before becoming a governor
  - b. has at any time received a prison sentence of five years or more
  - c. has been fined for causing a nuisance or disturbance on academy premises during the five years prior to or since appointment or election as a governor, or
  - d. refused a request by the clerk to make an application to the Disclosure & Barring Service (DBS) for a DBS certificate
  - e. registered pupils cannot be governors
  - f. a governor must be aged 18 or over at the time of election or appointment
  - g. a person cannot hold more than one governor post in the same school / academy at the same time
14. I am not detained under the Mental Health Act 1983.
15. I am not disqualified from working with children or young persons.
16. I am not disqualified from being the proprietor of any independent school or being a teacher or other employee in any school.
17. I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000.

Local Authority Associated Person Governors should declare whether they consider themselves to be \*Local Authority Associated Persons, as defined by Sections 67 and 69 of the Local Government and Housing Act 1989.

18. a person is or at any time associated with a local authority if,
  - a. they are at that time a member of the authority
  - b. they are at that time an officer of the authority
  - c. they are at that time both an employee and either a director, manager, secretary or other similar officer of a company which is under the control of the authority, or
  - d. at any time within the preceding four years has been associated with the authority by virtue of paragraph 18. a), above.

\*A local authority is defined as:

- a county council
- a county borough council
- the greater London authority
- a functional body, within the meaning of the Greater London Authority Act 1999
- a London Borough Council
- the common council of the City of London in its capacity as a local authority, police or port health authority
- the council of the Isles of Scilly
- a parish council
- a community council
- the greater London Magistrates Courts Authority
- a fire authority constituted by a combination scheme under the Fire Services Act 1947 (m)
- a police authority established under section 3 of the Police Act 1996
- an authority established under section 10 of the Local Government Act 1985 (waste disposal authorities)
- a joint authority established by Part IV of that Act (police, fire services, civil defence and transport)
- any body established pursuant to an order under section 67 of that Act (successors to residuary bodies)
- the Broads Authority
- a National Park Authority
- any joint board the constituent members of which consist of any of the bodies specified previously
- a joint planning board constituted for an area of Wales outside a National Park by an order under section 2 (1B) of the Town and Country Planning Act 1990 and a passenger Transport Executive

#### **DECLARATION**

**I am serving the Nicholas Postgate Catholic Academy Trust as a Governor in the capacity of Local School Governor / Interim Advisory Board Governor (delete as appropriate) as part of**

#### **Trust Board**

**Local Governing Body at .....**  
**(add name of school(s))**

**Interim Advisory Board at .....**  
**(add name of school)**

**I declare that I am not disqualified from acting as a Governor in accordance with the legislation in effect from 1 August 2018, and that I have made a declaration where I am considered to be a Local Authority Associated person.**

**I agree to my name and associated governor information (governor category, term of office and position) being made available on the school / trust website.**

**I will inform the trustees promptly if, after the date of this declaration, one or more of the disqualification criteria applies to me, or that I become a Local Authority Associated Person.**

**Name:**

**Signature:**

**Date:**

**Rehabilitation of Offenders Act 1974 Disclosure of Previous Convictions**

This Governor position is exempt from the Rehabilitation of Offenders Act 1974. You should disclose information about convictions you may have, even if they are considered to be 'spent' under this act. Please declare any convictions that have occurred, including any that have become spent under the Rehabilitation of Offenders Act.

We will keep in strict confidence any information disclosed. A criminal record will not affect your appointment as a trustee unless it makes you unsuitable for appointment. In making this decision, consideration will be given to the nature of the offence, how long ago and what age you were when it was committed, and any other relevant factors, including the Trust's policies.

Details of convictions, including 'spent' convictions

**Disability Discrimination Act 1995**

Do you consider yourself to be a person with a disability as described in the Disability Discrimination Act 1995? For instance, do you consider yourself to be someone who has a physical or mental impairment which has a substantial and long term effect on your ability to carry out normal day to day activities.

Yes

No

## Appendix 4 – CES Model Foundation Governor of a Local Governing Body Declaration

\*I am a committed and practising Catholic in good standing with the Church \*I am a Catholic priest/deacon in the Diocese of Middlesbrough (\*delete as applicable).

I wish to offer to serve the Diocese of Middlesbrough in the ministry of foundation governor in compliance with the Protocol with my diocese.

I have read and understood the criteria for appointment and, to the best of my knowledge, am eligible for appointment.

In offering to serve as a foundation governor in the Diocese of Middlesbrough, I undertake that I will serve the Bishop of Middlesbrough faithfully in this ministry. If appointed, I declare that I will be able and willing to give priority to my duties as a governor and will undertake to discharge those duties with due care and diligence.

I undertake to the Diocesan Bishop:

- To preserve and develop the Catholic character of the academy to which I am appointed;
- To ensure that the academy is conducted in accordance with its governing documents which includes the provisions of:
  - Canon law
  - The Curriculum Directory and Bishops' statements on religious education
  - Any Diocesan directives relating to schools
- To conduct the academy in accordance with the Diocesan trust deed;
- To uphold the Objects of the Academy Trust Company upon appointment and before and during the exercise of any duties as a governor of the local governing body;
- To conduct the academy in accordance with its Articles of Association and any Scheme of Delegation adopted by the Academy Trust Company;
- To become familiar with, to support and implement the policies and procedures of the Diocese, including the Diocesan Bishop's policies on education, including religious education, any Admissions Guidance issued by the Diocese, and the expectations of the Diocesan Bishops collectively, specifically the Bishops' Memorandum on the Appointment of Teachers in Catholic Schools;
- To consider not only the interests of the academy but also the interests of other Catholic schools, academies, and colleges and of Catholic education throughout the Diocese;
- To respond to the needs of the Catholic community as a whole as represented by the Diocesan Bishop;
- To attend relevant training including diocesan training; governor induction and continuing professional development training, as required by the Diocese
- In all actions, serving as a witness to the Catholic faith.

I declare that I am not disqualified by law from appointment as a governor of a local governing body. I confirm that I agree to a barred list check being made on me or any subsequent checks that may be required by law or good practice. I understand that any refusal to do so may result in the termination of any appointment.

I consent to the information given on this form and other information collected with it being held and processed by the Diocese, including the sharing of data with third parties where required, in accordance with diocesan policy.

I undertake that I shall tender my resignation as a governor if my circumstances change so as to contravene the diocesan expectations at any time during the tenure of office or if, in the opinion of the Ordinary, my resignation would be in the best interests of Catholic education.

I understand and accept that the appointment and removal of foundation governors is at the absolute discretion of the Ordinary and that, because of the nature of the decision-making process, the Ordinary will not normally be able to engage in any discussion or correspondence with me and/or any third party where my nomination does not result in my appointment.

\*This means the Canon law of the Catholic Church from time to time in force, which includes the 1983 Code of Canon Law, and any Particular Law such as legislation of the Bishops' Conference, directives of the diocesan bishop and legislation of the school's religious order (if any). b 103 of Multi Academy Trust model Articles of Association for Catholic Schools (February 2015)