



Buckingham Park

Church of England Primary School

Jubilee Square, Buckingham Park,
Aylesbury, Buckinghamshire, HP19 9DZ

Telephone: 01296 415687

Email: office@buckinghampark.org

Web: www.buckinghampark.org

GOVERNOR CODE OF CONDUCT 2024-25

Once this code has been adopted by the governing board, all members agree to faithfully abide by it. This has been adapted and personalised from the NGA model code of conduct.

We agree to make decisions and to conduct ourselves in school and in our role in line with the Vision and Values of the School and the seven Nolan Principles of Public Life:

Our Vision

Excellence, through God who strengthens us. *Based on Philippians 4*

We aim to provide the highest quality all round education, for each and every child, in partnership with parents, within the context of our Local, Learning and Christian communities.

Our Values

Our Christian Values are at the heart of everything we do. We ask each member of our community to be a 'Superhero', working hard to demonstrate our values and to help others to do so too.

*We are kind, helpful and polite
We share*

*We do our best
We are peacemakers
We take care of everything and
everyone*

*We are honest
We forgive others*

Nolan 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 focus on our core governance functions:

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
- We also recognise, in addition to these, the fourth core function of our governance responsibility:
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 develop, share and live the ethos and values of our school.
3. We agree to adhere to school policies and procedures as set out by the relevant governing documents and law.
4. We will work collectively for the benefit of the school.
5. We will be candid but constructive and respectful when holding senior leaders to account.
6. We will consider how our decisions may affect the school and local community.
7. We will stand by the decisions that we make as a collective.
8. Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
9. We will only speak or act on behalf of the board if we have the authority to do so.
10. We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
11. When making or responding to complaints we will follow the established procedures.
12. We will strive to uphold the school's reputation in our private communications (including on social media).
13. Preserve and develop the character and religious character of the school
14. 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 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 (for example, 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. We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
3. We will work to create an inclusive environment where each board member's contributions are valued equally.
4. 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's website.
5. We will act as a governor; 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.

Communication and separation of role

1. We will ensure all communication as Governors is professional and openly shared with the Governing Body
2. We will use Governor Hub to communicate and access information and will not download or share information from this website inappropriately.
3. We will ensure that when communicating with school, our roles as Governors and Parents (if applicable) do not overlap and understand that communication about our children will need to be via the usual parental channels.



4. We will make decisions in line with the principles of Public Life and the School's Vision and Values as above. We will not make decisions for our own, or our families, personal gains but in the interest of the best for the running of the school.
5. We will ensure that communication with the wider school community (parents, carers, staff etc) is kept separate (if applicable) between our roles as Governors and a wider role within the community. No information should be shared as a governor unless via a formal communication method.
6. While on school site, we will divert any issues or complaints through the usual communication channels.

Regarding Social Media:

We will:

1. Uphold the reputation of the school at all times
2. Maintain a professional presence online and carefully consider how we interact with the school community
3. Review privacy settings regularly to make sure we are happy with the information about us that is publicly available
4. Report any incidents of harassment we experience, or see towards governors, to the chair of governors and the headteacher

We will **not**:

1. Accept friend requests from pupils and not join any private parent groups associated with the school which are only known about by virtue of our role as a Governor. Friendships online with individuals who are known in a personal capacity are acceptable.
2. Disclose any information that is confidential or would breach data protection principles
3. Make comments online about any members of the governing board or school community
4. Post [any inappropriate/offensive language, images or comments on social media](#) that may bring us or the school into disrepute

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions

Adopted by: Buckingham Park Church of England Primary School Governing Board on 21st November 2024

We agree that this code of conduct will be reviewed annually and it will be endorsed by the full governing board.

