

Once this code has been adopted all Trustees and LGB members agree to faithfully abide by it.

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

LGB Members: We recognise and support the principles set out in the [charity governance code](#)

### **We will abide by the Seven Nolan Principles of Public Life:**

#### *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.

#### *Leadership*

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

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

- act within our powers
- promote the success of ODST
- exercise independent judgement
- exercise reasonable care, skill and diligence
- avoid conflicts of interest
- not accept benefits from third parties
- declare interest in proposed transactions or arrangements

### **We will focus on our core purpose:**

- Strategic leadership: defining a vision, fostering a culture and championing the strategy
- Accountability and assurance: providing robust and effective oversight of operations and performance
- Financial oversight: monitoring the financial performance of the organisation, and making sure its money is well spent
- Engagement: strategic oversight of relationships with stakeholders

## As individuals, we agree to:

### *Fulfil our role & responsibilities:*

- We accept that our role is strategic and so will focus on our core purpose rather than involve ourselves in day-to-day management.
- Those governing at local level: We will fulfil our role and responsibilities as set out in our scheme of delegation.
- Trustees: We will fulfil our roles and responsibilities as set out in the charity governance code and in the Academy Trust Handbook.
- We will develop, share and live the ethos and values of our trust.
- We agree to adhere to trust policies and procedures.
- We will promote a culture of safeguarding throughout the trust.
- We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring or right to work checks.
- We will work collectively for the benefit of all schools and individuals in the ODST.
- We will be candid but constructive and respectful when holding senior leaders to account.
- We will consider how our decisions may affect the trust and local community.
- We will stand by the decisions that we make as a collective.
- 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.
- We will only speak or act on behalf of the trust board if we have the authority to do so.
- Trustees: We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
- When making or responding to complaints, we will follow the established procedures.
- We will strive to uphold the trust's reputation in our private communications (including on social media).
- We will have regard to our responsibilities under [The Equality Act](#) and will work to advance equality of opportunity for all.
- Those governing at local level: We will act as local ambassadors for ODST.

### *Demonstrate our commitment to the role:*

- We will involve ourselves actively in the work of the trust board/LGB and accept our fair share of responsibilities, serving on committees or working groups where required.
- We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
- Those who govern at local level: We will get to know the school/s well and welcome opportunities to be involved in school activities.
- Trustees: We will get to know the schools.
- We will visit the school/s and when doing so will make arrangements with relevant staff in advance and observe school and board protocol.
- When visiting a school in a personal capacity (for example, as a parent or carer), we will continue to honour the commitments made in this code.
- We will participate in induction training, prioritise training in required areas (such as safeguarding) and commit to developing our individual and collective skills and knowledge on an ongoing basis.

### *Build and maintain relationships:*

- We will develop effective working relationships with the central team, school leaders, staff, parents and other relevant stakeholders from ODST and our local communities.
- Those governing at local level: We will champion the voices of our school community and stakeholders.
- Those governing at local level: We will establish effective working relationships with trustees.
- Trustees: We will engage with and be accountable to those governing at local level.
- Trustees: We will respect the remit of, and engage constructively with, relevant authorities, sector bodies and other trusts.
- We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
- We will work to maintain an inclusive environment where each trustee/LGB member's contributions are valued equally.
- We will support the chair in their role of leading the relevant committee/board meeting and ensuring appropriate conduct.

### *Respect confidentiality:*

- We will observe complete confidentiality both inside and outside of the trust/LGB when matters are deemed confidential or where they concern individual staff, pupils or families.
- We will not reveal the details of any trust/LGB vote.
- We will ensure all confidential papers are held and disposed of appropriately.
- We will maintain confidentiality even after we leave office.

### *Declare conflicts of interest and be transparent*

- 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 ODST register of business interests.
- We will also declare any conflict of loyalty at the start of any meeting should the need arise.
- 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.
- We accept that the Register of Business Interests will be published on the relevant website.
- We will act as a trustee/LGB member; not as a representative of any group.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the trust board/LGB, attendance records, relevant business and pecuniary interests, category of governor/trustee and the body responsible for appointing us will be published on the trust website.
- We accept that information relating to trustees and LGB/members will be collected and recorded on the DfE's national database (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.

## **The Purpose of the Local Governing Body**

An ODST Local Governing Body (LGB) is delegated powers to act on behalf of Trustees as the school's accountable body through the Scheme of Delegation. It is responsible for the conduct of the school and for promoting high standards. The LGB aims to ensure that children are attending an effective school which provides them with a good education and supports their well-being. ODST trustees recognise that over recent years the responsibilities of LGBs have grown to encompass pupil outcomes, school's responsibility for pupils' behaviour, children and young peoples' health and well-being in the community, and for a wide range of extended services provision out of school hours.

#### **The LGB establishes the strategic direction of the school by:**

- ensuring there is clarity of vision, ethos and strategic direction;
- ensuring that the school's foundation is respected and continues to be lived out;
- holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff;
- overseeing the financial performance of the organisation and making sure its money is well spent;
- ensuring the voices of stakeholders are heard.

#### **The LGB ensures accountability by:**

- ensuring the effectiveness of safeguarding for pupils;
- setting and monitoring progress towards targets;
- ensuring that provision for children with SEND and from disadvantaged groups is of high quality;
- managing the performance the headteacher alongside central team colleagues;
- monitoring the performance management and associated salary decisions for staff;
- engage fully with the process of the appointment of a Headteacher;
- engaging with stakeholders;
- fostering a greater understanding of and promotion of all forms of equality and respect;
- ensuring the highest expectations for behaviour;
- overseeing the school's self-evaluation and engaging with external evaluation (eg. Ofsted and SIAMS)

#### **The LGB ensures financial probity by:**

- recommending an appropriate budget to trustees to ensure vision and ambition for the school;
- monitoring spending against the budget;
- ensuring the effective use of grants and additional funding;
- ensuring value for money is obtained;
- ensuring risks to the organisation are managed.

#### **The LGB ensures that others in the school community get their voices heard by:**

- gathering the views of pupils, parents and staff and reporting on the results;
- reaching out to the school's wider community including the local church where appropriate and inviting them to play their part;
- using the views of stakeholders to shape the school's culture and the underpinning strategy, policies and procedures.

This Code of Conduct will be reviewed regularly by ODST Trustees and should be approved annually by the LGB (normally at the first meeting of the autumn term).

New Trustees/Committee members/LGB members will be asked to agree to this Code of Conduct on being appointed. This Code may also be used as part of Trustee/LGB member evaluation conversations.