



beatrice tate school

Policy status	Statutory (additional)
Adopted by the Governing Body	14th October 2024
Review date	October 2025

Safeguarding Statement

At Beatrice Tate School we respect and value all children and young people and are committed to providing a caring, friendly and safe environment for all our students so they can learn, in a relaxed and secure atmosphere. We believe every student should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Beatrice Tate School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our learners by protecting them from physical, sexual and emotional abuse, neglect and bullying.

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1. Version Control

Version	Date	Author	Description of change
September 2022	12.10.22	WH	Existing policy
October 2024	14.10.24	WH	Rewritten to align with the new non-statutory Maintained Schools Governance Guide 2024 replacing the Governance Handbook 2019

2. Aims, Scope, and Principles

This policy aims to set and maintain high standards of conduct for all governors of Beatrice Tate School. It ensures that governors fulfil their roles with honesty and integrity, creating a safe, happy, and respectful environment.

The policy is aligned with the [Maintained Schools Governance Guide](#) (March 2024) and the [School Governance \(Roles, Procedures, and Allowances\) \(England\) Regulations](#) 2013. It should be read alongside the school’s constitutional documents.

Governors must exercise their role in the best interests of the school and its students. A breach of this Code of Conduct may result in action in accordance with the procedures set out in the appendix.

3. The 7 Nolan Principles of Public Life

All governors must adhere to the following principles:

1. **Selflessness** – Governors will act solely in the public interest.
2. **Integrity** – Governors will avoid placing themselves under any obligation that might influence their decision-making. Conflicts of interest will be declared.
3. **Objectivity** – Decisions will be made fairly, impartially, and on merit.
4. **Accountability** – Governors are accountable to the public for their decisions and will be open to scrutiny.
5. **Openness** – All actions and decisions will be transparent unless there are clear legal grounds for confidentiality.
6. **Honesty** – Governors will act truthfully and responsibly.
7. **Leadership** – Governors will promote and uphold these principles by example.

4. Governors' Responsibilities

The Governing Body is responsible for:

1. Ensuring clarity of the school's vision, ethos, and strategic direction.
2. Holding the Headteacher accountable for the educational performance of the school, staff management, and financial oversight.
3. Overseeing the financial performance of the school, ensuring funds are spent efficiently.

Governors will:

- Understand and respect the distinction between the [role and responsibilities of the body](#) and those of the school leaders
- Set and maintain an ethos of high expectations for everyone in the school community, including in the conduct and the professionalism of the body itself
- Promote equality and diversity throughout our organisation, including the body's operation
- Preserve and develop the character of the school
- Not undermine fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- Operate and make decisions in the best interests of students, informed by the views and needs of our key stakeholders (students, parents, staff, the local community and the local authority)
- Follow the school's policies and procedures, and the procedures of the body as set out in relevant legislation, statutory guidance, and the school's constitutional documents
- Take responsibility for our [self-evaluation](#), regularly reviewing our body's performance, constitution and skillset

- Take part in any [training or development](#) required to fill any gaps in the skills we need for effective governance
- Understand that where responsibility has been delegated, the body as a whole remains accountable and that important decisions relating to core functions will be made by the full body
- Comply with relevant guidance and legislation that sets out how we must manage our school's money, and procure goods and services
- Act with integrity and transparency when making financial decisions, and understand that our financial management and decision-making will be scrutinised and audited
- Declare all gifts worth more than £50 and record them on the gifts and hospitality register. We will not accept bribes
- We will work to actively identify and manage risks to the school

5. Working with Others

Governors will:

- Provide constructive support and challenge to school leadership, without becoming involved in day-to-day operations.
- Work collaboratively with other governors and school leaders, respecting each other's views.
- Engage with the school's stakeholders, including parents, staff, students, and the wider community.
- Uphold the Equality Act 2010 by ensuring fairness and equality in governance decisions.

6. Commitment to Governance

Governors will:

- Attend all meetings where possible, giving apologies and notice when unable to attend.
- Prepare thoroughly for meetings, contributing fully to discussions.
- Participate in regular school visits as part of their role.
- Undertake any necessary training or development to strengthen their governance skills.

7. Openness and Transparency

Governors will:

- Ensure conflicts of interest are declared at the start of meetings. Governors must withdraw from discussions and votes where a conflict exists.
- Maintain and publish an up-to-date register of business and pecuniary interests.

Governors accept that the following information will be published:

- The structure and remit of the Governing Body and its committees.
- Full names of all governors, their appointing body, dates of appointment, and their attendance record over the past year.

8. Confidentiality

Governors may have access to sensitive information during their role. They must:

- Respect confidentiality and not disclose sensitive information, including the identity of individuals (such as students, parents, or staff) discussed during meetings.
- Maintain confidentiality even after leaving office.
- Report any child protection concerns immediately, as confidentiality does not overrule the duty to report a child at risk of harm.

9. Data Protection

Governors will adhere to the school's data protection policy and processes for handling personal data. In the event of a suspected data breach, the Data Protection Officer will be notified immediately. The school's data protection policies must be followed at all times.

10. Social Media

Governors must:

- Follow the school's E-Safety and social media policies.
- Maintain professionalism when interacting with the school community online.
- Ensure their online presence reflects the school's values and avoid making inappropriate or offensive comments.

Governors will not:

- Accept social media connections from students.
- Disclose any confidential or sensitive information online.

11. Monitoring Arrangements

This Code of Conduct will be reviewed annually by the full Governing Body or following significant changes in law or guidance.

12. Links with Other Policies

This Code of Conduct is linked to the following school policies:

- Safeguarding Policy

- E-Safety Policy
- Data Protection Policy
- Staff Code of Conduct

13. Declaration

I confirm that I have read, understood and agree to comply with Beatrice Tate School's Governing Body Code of Conduct.

Signed:

Print name:

Date:

Appendix 1: Breaches of the code of conduct

If the Chair of the Governing Body suspect a governor has breached the code of conduct, we will follow this procedure:

- The chair will investigate
- The chair will hold a meeting with the governor to discuss the issue. The governor can bring a friend to the meeting. Another governor will attend to corroborate any decisions
- If the situation doesn't improve, or there is another suspected breach, we will take action to improve the issue. This may involve:
 - Further meetings with the chair to reset expectations, based on this code of conduct
 - Support, mentoring or training for the governor
 - Making sure the governor withdraws from votes connected to any disputes they have been involved in
- If there is no improvement in the governors' behaviour, the body will vote on a motion to suspend them for up to 6 months. This is a last resort and will not be used without the above steps being taken, except in exceptional circumstances

Governors may be **suspended** if they:

- Are a staff governor undergoing disciplinary proceedings at the school
- Are undergoing court or tribunal proceedings that would result in the governor being disqualified from holding office
- Have acted in a way that is inconsistent with the ethos of the school (including failing to undertake training appropriate to the role, whether or not directed to do so by the body)
- Have brought, or is likely to bring the school into disrepute
- Breach confidentiality
- Acted to undermine fundamental British values or the body's commitment or ability to deliver on its Prevent Duty

Governors may be **removed** where:

- There have been repeated grounds for suspension
- There has been serious misconduct. We will determine what counts as serious misconduct based on the facts of the case, but it will include any actions that compromise the 7 principles of public life, if sufficiently serious
- They display repeated and serious incompetence
- Their actions are significantly detrimental to the effective operation of the body, or their actions interfere with the operational efficiency of the school