

THE AIMS OF THE GOVERNING BODY

The Governing Body has a largely strategic role in the running of the school. Governors are responsible for making sure the school provides a good quality education - the main role of the Governing Body is to help raise standards of achievement.

- *It is accountable for the performance of the school*
- *It helps shape the school's future direction*
- *It monitors and reviews the performance of the school*
- *It selects the Headteacher and Deputy Headteacher and other staff*
- *It makes decisions about the school's budget and staffing*
- *It makes sure Curriculum is managed and organised to best meet the needs of all students*
- *It makes sure the school provides for all its students, including those with special needs*
- *It decides how the school can encourage students' spiritual, moral and cultural development*

THE ROLE OF THE HEADTEACHER AND THE GOVERNING BODY

An outline of the roles and responsibilities is included in the following table. The list represents the statutory duties, it does not fully represent the work that Governors do in acting as a critical friend to the school.

	Governing Body	Headteacher
Planning	<ul style="list-style-type: none"> The Governing Body and Headteacher agree the aims, values, ethos and priorities of the school. These will be identified in the School Development Plan. 	
Curriculum	<ul style="list-style-type: none"> Determines curricular policy in consultation with the Headteacher. Encourages Governors to take an interest in specific curriculum areas. Ensures the effective delivery of the curriculum. Determines curriculum policies such as SEND, Equality and Sex Education. 	<ul style="list-style-type: none"> Draws up school curriculum plan including any legal requirements. Ensures detailed implementation of curriculum. Ensures that statutory assessments are carried out.
Staffing	<ul style="list-style-type: none"> Selects and appoints Headteacher and Deputy Headteacher - and has involvement in appointing other staff. Determines staffing complement, considers and approves staffing plan. Determines procedures for appointing staff and participates upon request. Adjudicates on personnel issues referred to it. 	<ul style="list-style-type: none"> Draws up staffing plan. Selects staff within the limits of delegation agreed by the Governing Body. Directs and manages staff and handles personnel issues.
H&S/ Premises	<ul style="list-style-type: none"> Receives regular reports on inspections through the H&S Committee - sets and implements budgeted expenditure and projects. Approves Health and Safety policy. Determines use of premises (after the end of the normal school day) and lettings policy Supports the school in pressing SPIE FM for repairs/capital works. 	<ul style="list-style-type: none"> Ensures regular inspections are carried out and Health and Safety issues are addressed. Implements Governing Body policy for use of premises.
Finance	<ul style="list-style-type: none"> Approves budget. Agrees limits of delegation and virement. Monitors and oversees School Accounts. Determines policy for charging for school activities. 	<ul style="list-style-type: none"> Draws up budget. Incurs expenditure within delegated limits. Provides for the monitoring of the budget and operates systems. Implements policy for charging.
Students	<ul style="list-style-type: none"> Statement of general principles on disciplinary matters. Receives appeals against exclusion and directs the Headteacher as appropriate. Institutes Appeals Committees where appropriate. 	<ul style="list-style-type: none"> Develops discipline policy and implements it. Excludes and re-instates students.
Parents	<ul style="list-style-type: none"> Follows school complaints procedure. Ensures the publication of the School Prospectus. 	<ul style="list-style-type: none"> Provides relevant data. Advises Governors and answerable for complaints.

GOVERNORS' CODE OF CONDUCT

It is important that confidence in the good governance and probity of academies generally and Weatherhead High School (the Academy) in particular is maintained. In order to assist the Governing Body achieve this, the Academy has adopted this Code of Conduct for Governors (the Code).

The Academy:

- aims to establish a Governing Body that is competent, accountable, independent and diverse that promotes best practice in governance
- shall use The Good Governance Standard for Public Services as a guide to help the Board achieve good governance but also as a tool to regularly assess the strengths and weaknesses of the Academy's governance practice and improve it.
- aims to make sure that its Governors promote and uphold high standards of conduct, probity and ethics.

Each Governor shall uphold the seven principles of public life identified by the Nolan Committee and requires its Governors to act in accordance with the Academy's Articles of Association (the Articles) and the code

Standards in public life (May 1996)

Each Governor shall obey the Articles and decisions taken by the Governing Body in accordance with the Articles.

Application of the code

This code applies to all Governors and committee members of the Academy when exercising any of the Governing Body's powers delegated to them under the Articles.

By accepting appointment to the Governing Body, each Governor agrees to accept the provisions of this code.

The good governance standard for public services

The standard prepared by The Independent Commission on Good Governance in Public Services in 2005 comprises six core principles of good governance, each with its supporting principles. Set out below is an extract of these core principles.

We will:

- be clear about the Academy's purpose and its intended outcomes for citizens and students
- make sure that students receive a high quality education
- make sure that taxpayers receive value for money.

Good governance means focusing on the organisation's purpose and on outcomes for citizens and service users

We will:

- be clear about the functions of the Governing Body
- be clear about the responsibilities of non-executives and the executive, and making sure that those responsibilities are carried out
- be clear about relationships between Governors and the public.

Good governance means performing effectively in clearly defined functions and roles.

We will:

- put organisational values into practice
- behave in ways that uphold and exemplify effective governance.

Good governance means promoting values for the whole organisation and demonstrating the values of good governance through behaviour.

We will:

- be rigorous and transparent about how decisions are taken
- have and use good quality information, advice and support
- make sure that an effective risk management system is in operation.

Good governance means taking informed transparent decisions and managing risk.

We will:

- make sure that appointed and elected Governors have the skills, knowledge and experience they need to perform well
- develop the capability of people with governance responsibilities and evaluate their performance, as individuals and as a group
- strike a balance, in the membership of the Governing Body, between continuity and renewal.

Good governance means developing the capacity and capability of the Governing Body to be effective.

We will:

- understand formal and informal accountability relationships
- take an active and planned approach to dialogue with and accountability to the public
- take an active and planned approach to responsibility to staff
- engage effectively with institutional stakeholders.

Good governance means engaging stakeholders and making accountability real.

Nolan principles

The Governing Body expects each Governor to uphold the following principles based on the Nolan Committee's work:

- **Selflessness** - take decisions solely based on the Vision and Values of the Academy.
- **Integrity** – not be compromised in carrying duties by outside organisations or personal interest.
- **Objectivity** – remain impartial and ensure choices are made on merit alone.
- **Accountability** – be responsible for decisions and actions.
- **Openness** – give reasons for actions wherever possible and restrict information only when the wider public interest clearly demands.
- **Honesty** – declare any private interests and take steps to resolve any conflicts arising in a way that protects the public interest.
- **Leadership** – promote these principles by example.

Additionally, the Governing Body expects Governors to promote equality and diversity in all aspects of the Academy's governance and when carrying out any of their functions.

Duties & responsibilities of Governors

Governors shall:

Fulfil their responsibilities and duties as a Governor of the Academy in good faith and in accordance with the general law including (but not limited) to:

- Act in the best interests of the Academy
- Secure the proper and effective use of the Academy's property
- Act within the scope of any authority given to them and the Governing Body by law, by regulations or by the Articles
- Use the proper degree of skill and care when making decisions, particularly when investing the Academy's funds
- Act in accordance with the Articles from time to time
- Be committed to the Academy's values and objectives (including equal opportunities)
- Contribute to and share responsibility for the Governing Body's decisions, to read papers and to attend meetings, training sessions and other relevant events
- Declare all interests they have as required by the Articles and the general law and to comply with any rules requiring withdrawal from a meeting where this is required because of an interest
- Respect the confidentiality of information that they may have access to as a Governor of the Academy and keep confidential the affairs of the Body
- Inform the Clerk to the Governing Body as soon as possible should any changes to their circumstances occur during their term as a Governor, including if:
 - there are any changes to the interests which have been declared
 - they become, or cease to be, a Company Director, Board Member or Trustee of another company or charity
 - their occupation changes

- they move house
- they become employed by the Academy
- their connection with the council (if any) changes

Breaches of the Code

Every Governor is under a duty to report any breach of this code or any grounds for believing that a breach of the code has occurred to the chair (and if the allegation is about the chair, to the vice-chair).

Failing to report a breach of the code is itself a breach of this code.

Any breach of this code will be treated extremely seriously by both the Governing Body and the Academy and may result in suspension or removal from the Governing Body.

In the event of a breach of this code each Governor agrees to participate fully in any investigations procedure instigated by the Governing Body and to abide by any sanction that may be imposed on them by the Body for such breach.

Review

The Headteacher will be responsible for ensuring that this Code of Conduct is kept under review.

WEATHERHEAD CODE OF CONDUCT

A Governor should:

- 1 Support the aims and objectives of the school and promote the interests of the school and its students in the wider community;
- 2 Work co-operatively with other Governors in the best interests of the school;
- 3 Acknowledge that differences of opinion may arise in discussion of issues but support a majority decision of the Governing Body;
- 4 Base his or her view on matters before the Governing Body on an honest assessment of the available facts, unbiased by partisan or representative views;
- 5 Acknowledge that as an individual Governor, he or she has no legal authority outside the meeting of the Governing Body and its committees;
- 6 Understand that an individual Governor does not have the right, other than with the Chairman's and the Governing Body's agreement, to make statements or express opinions on behalf of the Governing Body;
- 7 Resist any temptation or outside pressure to use the position of Governor to benefit himself or herself or other individuals or agencies;
- 8 Declare openly and immediately any personal conflict of interest arising from a matter before the Governing Body or from any other aspect of Governorship;
- 9 Respect the confidentiality of those items of business which the Governing Body decides from time to time should remain confidential;
- 10 Take or seek opportunities to enhance his or her effectiveness as a Governor through participation in training and development programmes and by increasing his or her own knowledge of the school;
- 11 Give priority, as far as is practicable, to attendance at meetings of the Governing Body and its Committees;
- 12 Have regard to his or her broader responsibilities as a Governor of a public institution including the need to promote public accountability for the actions and performance of the Governing Body.