

Trustee Code of Conduct

This code sets out the expectations on and commitment required for Trustees in order for the governing board to properly carry out its work with the Trust and the community.

The Board of Trustees has the following core strategic functions:

- Strategic leadership that sets and champions vision, ethos and strategy
- Accountability that drives up educational standards and financial performance
- People with the right skills, experience, qualities and capacity
- Structures that reinforce clearly defined roles and responsibilities
- Compliance with statutory and contractual arrangements
- Evaluation to monitor and improve the quality and impact of governance

As individuals on the board we agree to the following:

Roles and Responsibilities

- We understand the purpose of the board and the role of the CEO/ headteachers.
- We accept that we have no legal authority to act individually, except when the board has given us delegated authority to do so, and therefore we will only speak on behalf of the governing board when we have been specifically authorised to do so.
- We accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will not speak against majority decisions outside the governing board meeting.
- We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will fulfil all that is expected of a good employer.
- We will encourage open government and will act appropriately.
- We will consider carefully how our decisions may affect the community and other schools.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our Trust and its schools. Our actions within the schools and the local community will reflect this.
- In making or responding to criticism or complaints we will follow the procedures established by the governing board.
- We will actively support and challenge the CEO.

Commitment

- We acknowledge that accepting office as trustee involves the commitment of significant amounts of time and energy
- We will each involve ourselves actively in the work of the governing board, and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will get to know about the schools in the Trust and involve ourselves in Trust activities
- We will engage in assessing our skills in line with Governor Competencies annually, or in line with requirements, and consider seriously our individual and collective needs for induction, training and development, and in response to this will engage in relevant training.
- We will share any particular skills or interests we have with other governors across the trust.

- We accept that in the interests of open government, 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 trust's website, and that we will be required to undergo relevant checks, including enhanced DBS checks
- In the interests of transparency we accept that information relating to trustees will be collected and logged on the DfE's national database of governors (Edubase)

Relationships

- We will strive to work as a team in which constructive working relationships are actively promoted.
- We will express views openly, courteously and respectfully in all our communications with other governors/ trustees and the clerk to the governing board.
- We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from other board members in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- We will seek to develop effective working relationships with the CEO, headteachers, staff and parents, Local Governing Bodies within the Trust, and other relevant agencies and the community.

Confidentiality

- We will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing board's business in the Register of Business Interests, and if any such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time. We accept that the Register of Business Interests will be published on the trust's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
- We will act in the best interests of the Trust as a whole and not as a representative of any group, even if elected to the governing board.

Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the chair and the chair will arrange for the matter to be investigated. The governing board will only use suspension/ removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- Should it be the trust chair that is believed to have breached the code, then another trust board will take on this responsibility.

Signed:

Print Name of Trustee:

Date:.....