



KEYS
ACADEMIES
TRUST

Governor (Academy Committee Member) Code of Conduct



Contents

1. Policy Statement.....	2
2. Change Summary.....	2
3. Introduction	2
4. We will abide by the Seven Nolan Principles of Public Life.....	2
5. We will apply the highest standards and will:.....	3
6. We will focus on our core purpose:.....	3
7. As individuals on the Academy Committee, we agree to:.....	3
8. Breaches to the Code of Conduct.....	6
9. Governor Agreement.....	6
10. Version History	6



1. Policy Statement

- 1.1. At the heart of our mission is the belief that every individual has untapped potential waiting to be unlocked. By fostering an environment that challenges and supports growth, we want to create pathways for social mobility. By providing the right tools, guidance, and opportunities, we enable each person to overcome barriers and reach their fullest potential.
- 1.2. We want our schools to not only places of learning but vibrant communities where every person feels they truly belong. Within this students, teachers, and support staff alike should feel they are developing and succeeding. This success should be an achievable reality for all, irrespective of background or circumstance. It may be quite different for each of us, but the key is the feeling of pride in doing well and enjoyment of the journey.
- 1.3. We are committed to building inclusive environments where the uniqueness of every individual is celebrated, and where collective growth is the norm.

2. Change Summary

- 2.1. Separated specifically for Governors (Academy Committee Members) from the overall Staff Code of Conduct.

3. Introduction

- 3.1. Keys Academies Trust is a multi-academy trust directly accountable to the Secretary of State for Education for its academies, through its Trust Board. The Trust Board has established an Academy Committee for each school within the Trust, each of which agree to abide by the principles and procedures outlined within this Code of Conduct.
- 3.2. Governors recognise and support the principles set out in the [charity governance code](#)

4. We will abide by the Seven Nolan Principles of Public Life

- 4.1. Selflessness

We will act solely in terms of the public interest.

- 4.2. 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.

4.3. Objectivity

We will act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4.4. Accountability

We are accountable to the public for our decisions and actions and will submit ourselves to the scrutiny necessary to ensure this.

4.5. 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.

4.6. Honesty

We will be truthful.

4.7. 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.

5. We will apply the highest standards and will:

- a) Act within our powers
- b) Promote the success of the trust
- c) Exercise independent judgement
- d) Exercise reasonable care, skill and diligence
- e) Avoid conflicts of interest
- f) Not accept benefits from third parties
- g) Declare interest in proposed transactions or arrangements

6. We will focus on our core purpose:

- 6.1. To provide support and challenge to the Headteacher in ensuring high quality education provision for all learners through focusing on the four key areas of standards, safeguarding, special educational needs and stakeholders.

7. As individuals on the Academy Committee, we agree to:

- 7.1. Fulfil our role & responsibilities

- a) We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day to day management.
- b) We will fulfil our role and responsibilities as set out in our scheme of delegation.
- c) We will develop, share and live the ethos and values of our school and Trust.
- d) We agree to adhere to Trust and school policies and procedures.
- e) We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring or right to work checks.
- f) We will work collectively for the benefit of the school and Trust.
- g) We will be candid but constructive and respectful when holding senior leaders to account.
- h) We will consider how our decisions may affect the school, Trust, and the local community.
- i) We will stand by the decisions that we make as a collective.
- j) 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.
- k) We will only speak or act on behalf of the Academy Committee if we have the authority to do so.
- l) When making or responding to complaints we will follow the established procedures.
- m) We will strive to uphold the Trust's and school's reputation in our private communications (including on social media).
- n) We will act as the local ambassadors for our Trust.
- o) We will have regard to our responsibilities under The Equality Act and will work to advance equality of opportunity for all.

7.2. Demonstrate our commitment to the role

- a) We will involve ourselves actively in the work of the Academy Committee, and accept our fair share of responsibilities, serving on committees or working groups where required.
- b) We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
- c) We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
- d) We will get to know the school well and respond to opportunities to involve ourselves in school activities.

- e) We will visit the school and when doing so will make arrangements with relevant staff in advance and observe the Trust's Governor Visits Policy and reporting format.
- f) When visiting the school in a personal capacity (i.e. as a parent or carer), we will continue to honour the commitments made in this code.
- g) We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis, in accordance with the expectations set out by the Trust Board in the Governor Development Pathway. We understand that this includes regular safeguarding training.

7.3. Build and maintain relationships

- a) We will develop effective working relationships with school leaders, staff, parents and other relevant stakeholders from our local community/ communities.
- b) We will champion the voices of our school community and stakeholders.
- c) We will establish effective working relationships with trustees.
- d) We will express views openly, courteously and respectfully in all our communications with governors, trustees and staff both inside and outside of meetings.
- e) We will work to create an inclusive environment where each governor's contributions are valued equally.
- f) We will support the chair in their role of leading the Academy Committee and ensuring appropriate conduct.

7.4. Respect confidentiality

- a) 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.
- b) We will not reveal the details of any Academy Committee vote.
- c) We will ensure all confidential papers are held and disposed of appropriately.
- d) We will maintain confidentiality even after we leave office.
- e) We will practice good IT security, keep personal data safe and support GDPR compliance.

7.5. Declare conflicts of interest and be transparent

- a) We will declare any business, personal or other interest that we have in connection with the Academy Committee's business and these will be recorded in the Register of Business Interests.
- b) We will also declare any conflict of loyalty at the start of any meeting should the need arise.

- c) 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.
- d) We accept that the Register of Business Interests will be published on the school's and Trust's website.
- e) We will act in the best interests of the school and Trust and not as a representative of any group.
- f) We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the Academy Committee, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school's and Trust's website.
- g) We accept that information relating to governors will be collected and recorded on the DfE's national database of governors (Get information about schools), some of which will be publicly available.

8. Breaches to the Code of Conduct

- 8.1. If we believe this code has been breached, we will raise this issue with the chair of trustees who will investigate; trustees will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- 8.2. Failure to attend meetings without providing apologies which have been accepted by the Academy Committee for a continuous period of six months will result in removal from the Committee unless there are exceptional circumstances.

9. Governor Agreement

- 9.1. Agreement to this code will be confirmed annually via GovernorHub.

10. Version History

VERSION	ACTION	RESPONSIBLE	DATE
1.0	AC members given specific Code, separated from all staff CoC	Emma STEPHENS-DUNN	