

THE BOLSOVER SCHOOL

*Nothing but the best*



# LOCAL ACADEMY BOARD CODE OF CONDUCT



Local Academy Board Members are ambassadors for both the school and the Trust. The Code of Conduct sets out key expectations of the role.

### **Roles & Responsibilities**

- We understand our role on the board and will operate within it.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of the school.
- We will actively support and challenge the Head of School .
- We agree to adhere to the Trust's rules and policies and the procedures of the Board as set out by the relevant advisory documents and law.
- When formally speaking or writing in our Local Academy Board role we will ensure our comments reflect current organisational policy even if they might be different to our personal views; when communicating in our private capacity (including on social media) we will be mindful of and strive to uphold the reputation of the Trust and school.
- We accept that the Local Academy Board is a corporate body and we will not act without proper authority of the full Local Academy Board.
- We will follow Trust procedures and policies in making or responding to complaints or criticism about the school.

### **Commitment**

- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will prepare for meetings by reading all papers in advance.
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.
- We will get to know the school well and respond to opportunities to involve ourselves in school activities.

### **Relationships**

- We will operate as a team and always in the best interests of the school. Where conflicts and disagreements arise, we will seek to resolve these professionally and with respect. We will attempt to resolve issues confidentially within the Local Academy Board in the first instance.
- We will express views openly, courteously and respectfully in all communications.

- We will listen to and respect the views of others and be loyal to collective decisions made by the Local Academy Board. Decisions reached at Local Academy Board meetings are made public through minutes and reports.
- We will ensure contributions are delivered in a positive and constructive manner, even when challenging or difficult issues are being discussed.

#### **Confidentiality**

- We will ensure confidentiality in respect of the discussions on which the decisions were based.

#### **Conflicts of interest**

- 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 board's business in the Register of Business Interests
- We accept that the Register of Business Interests will be published on the school's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.

#### **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 investigate; the 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 chair that we believe has breached this code, another board member, such as the Vice Chair will investigate.