- > Respect each other's views
- ➤ Work together as a board to develop effective relationships with stakeholders

>

Their full name

Their date of appointment

Their term of office (trustees/local governors and local governors only)

The date they stepped down (where applicable)

The body that appointed them (trustees/local governors and local governors only)

Their relevant business and pecuniary interests

Their attendance record over the last academic year (only for trustees/local governors at board and committee meetings and local governors at local governing committee meetings)

- ➤ We accept that the information about Members, trustees and local governors will be published on Get information about schools
- > We accept that the information about trustees will be published on Companies House
- > We accept that the approved board and committee minutes and any agenda and papers considered at a meeting will be made available to any interested person

During the trust/governing committee role, we are sometimes privy to sensitive information. We will observe confidentiality when discussing this information, and will not publicly disclose:

- > Information about sensitive matters
- > Information about named individuals (such as staff, pupils and their parents)
- > Details of individual trustees/local governors' contributions in meetings or how they may have voted

Confidential information will never be:

- > Disclosed to anyone without the relevant authority
- > Used to humiliate, embarrass or blackmail others
- > Used for a purpose other than what it was collected and intended for

Our commitment to confidentiality does not overrule our duty to report child protection concerns to the appropriate channel where we believe a child is at risk of harm.

We will continue to observe confidentiality after we have left office.

In the event of a breach of confidentiality, we will inform the chair as soon as possible who will investigate the matter further.

Trustees/local governors Organis (1):49(if) 23(4y) b) 3241 (c)=(4f) d121(it) 138(4h) 72(1t) 412(it) 138(4h) 72(1t) 412(it) 138(4h) 72(1t) 412(it) 138(4h) 72(1t) 138(4h) 72

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- > Accept friend requests from pupils and not join any private parent groups associated with the trust or any of our schools
- > Disclose any information which is confidential or would breach data protection principles
- ➤ Make comments online about any Members of the board of trustees/local governors or school communities
- > Post any inappropriate/offensive language, images or comments on social media that may bring us or the trust into disrepute

This code of conduct will be reviewed and agreed annually, upon significant changes to the law, or as needed. It will be ratified by the full board of trustees/local governors.

This policy links with our policies on:

- > Child Protection and Safeguarding
- > Acceptance of gifts, hospitality, awards, prizes or benefits
- > Acceptable Use and e-safety
- > Data protection (GDPR)

CONFIRMATION OF HAVING READ AND AGREED TO THIS DOCUMENT
Name of Trustee / Governor:
Signed: Date:

If we suspect a trustee has breached the code of conduct, we will follow this procedure:

- > A Member of the trust will investigate
- A Member of the trust will hold a meeting with the trustee to discuss the issue. The trustee can bring a friend to the meeting. Another trustee/local 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:
 - o Further meetings with the Member to reset expectations, based on this code of conduct
 - o Support, mentoring or training for the trustee
 - o Making sure the trustee withdraws from votes connected to any disputes they have been involved in
- If there is no improvement in the trustee's behaviour, the board will vote on a motion to ask the Members to remove them in accordance with sections 168 and 169 of the Companies Act 2006 and the trust's articles of association. This is a last resort and will not be used without the above steps being taken, except in exceptional circumstances

may be if they:

- > Have acted in a way that is inconsistent with the professional ethos of the board of trustees/local governors (including failing to undertake training appropriate to the role, whether or not directed to do so by the board)
- > Have brought, or is likely to bring the schools, academy trust or the office of the trustee into disrepute
- > Have acted to undermine fundamental British values or the board's commitment or ability to deliver on its Prevent Duty
- ➤ Have been involved in 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
- ➤ Have displayed repeated and serious incompetence
- ➤ Have acted in a way that is significantly detrimental to the effective operation of the board, or their actions have interfered with the operational efficiency of the school

'Bringing the board into disrepute' may include, but is not limited to:

- > Speaking out publicly against the schools, the academy trust or the office of the trustee
- > Being disrespectful to members of the school community
- > Behaving inappropriately in a public forum, such as a PTA meeting or on social media
- > Persistently failing to undertake the training or development they need to contribute effectively to the board's operation

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

- > A trustee will investigate
- A trustee will hold a meeting with the local governor to discuss the issue. The local governor can bring a friend to the meeting. Another local 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:
 - o Further meetings with the trustee to reset expectations, based on this code of conduct
 - o Support, mentoring or training for the local governor
 - o Making sure the local governor withdraws from votes connected to any disputes they have been involved in
- If there is no improvement in the local governor's behaviour, the board will vote on a motion to ask the Members to remove them in accordance with the trust's articles of association. This is a last resort and will not be used without the above steps being taken, except in exceptional circumstances

may be if they:

- ➤ Have acted in a way that is inconsistent with the professional ethos of the board of trustees/local governors (including failing to undertake training appropriate to the role, whether or not directed to do so by the board) and
- > Have brought, or is likely to bring the school, academy trust or the office of the trustee into disrepute, or
- > Acted to undermine fundamental British values or the committee's commitment or ability to deliver on its Prevent Duty

may be 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 committee, or their actions interfere with the operational efficiency of the school

'Bringing the school, academy trust of office of the trustees into disrepute' may include, but is not limited to:

- > Speaking out publicly against the school, the academy trust or the office of the trustee
- > Being disrespectful to members of the school community
- > Behaving inappropriately in a public forum, such as a PTA meeting or on social media
- > Persistently failing to undertake the training or development they need to contribute effectively to the board's operation