



CALLINGTON COMMUNITY COLLEGE (ACADEMY TRUST)

POLICY ON CODE OF PRACTICE FOR GOVERNORS

Introduction

This is not a statement of responsibilities but is concerned with the common understanding of broad principles by which the Governing Body of Callington Community College operates.

General

1. Governors of the college have responsibility for the broad policies, plans and procedures within which the college operates. This means they determine, monitor and keep under review such issues. Governors appoint the Headteacher to manage these responsibilities for them and should recognise that the Headteacher, together with the Senior Management Team, is responsible for the implementation of policy, day-to-day management of the college and delivery of the curriculum.
2. All Governors are appointed with equal status. Their central and common concern should be the welfare of the college as a whole.
3. Governors have a duty to act fairly and without prejudice at all times. The overall good of the college will always override Governors personal feelings and individual concerns.
4. As they share responsibility for the employment for all staff, Governors should fulfill all reasonable expectations of a good employer.
5. Governors should consider carefully how their decisions might affect other colleges within their local community.
6. The Governing Body should recognise that it is accountable for its decisions to the parents of the students attending the college.
7. The Governing Body will maintain strong links with Callington Learning Community and the Education Authority.

Commitment

1. Being a Governor requires a commitment of significant amounts of time and energy. Individual Governors should have regard to this when agreeing to serve.
2. All Governors should involve themselves actively in the work of the Governing Body and accept a fair share of responsibilities, including service on sub-committees and working parties. They should also seek and accept appropriate training through the attendance of courses and seminars.
3. Regular attendance at meetings of the full Governing Body, sub-committees and working groups is essential. Non-attendance can lead to eventual disqualification.

Relationships

1. Governors should operate as a team in which constructive working relationships lead to effective governance.
2. Governors should develop effective working relationships with the Headteacher, Senior Management Team, Teachers, Staff, Parent Groups, LEA and other relevant agencies where appropriate.

Confidentiality

1. Although decisions reached at Governors meetings are normally made public through minutes or otherwise, regard to confidentiality may need to be exercised in respect of the discussions on which the decisions were based.
2. Individual Governors should observe complete confidentiality in all matters discussed at the Governing Body and especially in relation to matters concerning staff or students and also any other matters agreed by the Governing Body. Failure to comply with this confidentiality can lead to disciplinary action.
3. Governors should exercise the highest degree of caution when involved in sensitive issues arising outside the Governing Body, which may have an impact on the work of the Governing Body or the operation of the college.

Conduct

1. Governors should express their views openly within meetings but should ensure that they relate to matters proper for discussion by the Governing Body.
2. Governors who wish to raise matters for discussion by the full Governing Body should make a request to the Chairman and Clerk for the item to be included at the next meeting's agenda, giving at least ten days prior notice.
3. Governors have the right to request any matters discussed at meetings to be recorded in the minutes, subject to confidentiality.
4. Governors must accept collective responsibility for all decisions taken by the Governing Body.
5. When Governors are unable to attend meetings they should ensure that the Clerk to the Governors is notified in advance of the meeting.
6. Apart from very specific instances where the Chairman has to act or take decisions on behalf of the Governing Body, Governors should recognise that they have no individual powers and should only speak or act on behalf of the Governing Body when specifically authorised.
7. All Governors visits to the college should be within a framework that has been established by the Governing Body and agreed with the Headteacher.
8. All such visits, whether formal or informal, must be arranged in advance with the Clerk to Governors or Headteacher.
9. Governors should be aware of the procedures for responding to criticism or complaint relating to the college as given below:
 - Any concern or possible criticism about the college should be discussed with the Headteacher in the first instance.
 - Such matters should only be referred to the full Governing Body on the advice of the Headteacher and in consultation with the Chairman of the Governing Body.

10. Governors should take every opportunity to maintain and develop the ethos and reputation of the college within the local community.

This policy has been approved by the Governing Body and will be reviewed on a regular basis.