

Code of Conduct for Trustees, LAB Members and Committee Members

As trustees, LAB members and committee members (together “board members”) we agree to:

Fulfil our role & responsibilities

1. Accept that our role is strategic, and we will not involve ourselves in day to day management of the trust.
2. Act in accordance with the [seven Principles of Public Life](#).
3. Uphold the [mission and vision of the trust](#).
4. Be an ambassador for the trust in all aspects of our public and personal life, including on social media.
5. Adhere to school and trust policies and procedures.
6. Work collaboratively with other board members.
7. Be candid but constructive and respectful when holding senior leaders to account.
8. Consider how our decisions may affect the trust, its schools and their local communities.
9. Stand by the decisions that we make as a collective.
10. Only speak or act on behalf of the board if we have the authority to do so.
11. Follow the established procedures in relation to complaints received.

Demonstrate our commitment to the role

1. Involve ourselves actively in the work of our board accepting our fair share of responsibilities
2. Make every effort to attend all meetings and where we cannot attend notify the clerk in advance and explain why we are unable to.
3. Arrive at meetings prepared, having read all papers in advance.
4. Undertake school visits as required and provide feedback.
5. Participate in induction training and take responsibility for developing our knowledge on an ongoing basis.

Build and maintain relationships

1. Express views openly, courteously and respectfully in all our communications with other board members and staff both inside and outside of meetings and not behave in a manner that would contravene the Trust’s [Dignity at Work Policy](#).
2. Support the chair in their role of leading the board and ensuring appropriate conduct.

Respect confidentiality

1. Observe complete confidentiality both inside and outside of school when matters are deemed confidential or where they concern individual staff, pupils or families.
2. Not reveal the details of any board vote.
3. Ensure all board papers are held and disposed of securely.
4. Maintain confidentiality even after we leave office.

Declare conflicts of interest and be transparent

1. Declare any business, personal or other interest that we have in connection with the board’s business, update our declarations with any changes as they occur and reconfirm our declarations at the beginning of each academic year.
2. Declare any conflict of loyalty at the start of any meeting.
3. Avoid conflicts of interest by declaring any interests in proposed transactions or arrangements (including those related to people with whom we are connected).

We agree to step down as a board member if we find we are unable to fulfil these expectations.

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions including being removed from our post.

This code of conduct is based on a document produced by the National Governance Association. It will be reviewed annually by the trustees, upon significant changes to the law and policy or as needed.