



Children, Young People,
Education and Skills

GoJ Adopted Code of Conduct

For those who govern in a GoJ school

The following model code of conduct is anchored in the Seven Nolan Principles of Public Life.

How to use this code of conduct

1. This code is designed for all types of governing bodies. Schools and Colleges can use it for both their main school full board and sub-committees within the local governing bodies. It should be adapted to reflect your context and delegation arrangements.
2. Review and approve the code of conduct annually (normally at the first meeting of the autumn term).
3. New governing body members should agree to the board's code of conduct on being appointed as part of their induction programme provided in collaboration between the local GB and the central Governance Professional.
4. Chairs may also use their code of conduct to support annual governor evaluation conversations.
5. NGA recommends that governing bodies publish their code of conduct on their school website.

CYPES model code of conduct

Once this code has been adopted, all governing body members agree to faithfully abide by it.

We will abide by the Seven Nolan Principles of Public Life:

Selflessness

We will act solely in terms of the public interest.

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.

Objectivity

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

Accountability

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

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.

Honesty

We will be truthful.

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.

We will focus on our core purpose:

1. Strategic leadership
2. Accountability and assurance: providing robust and effective oversight of operations and performance
3. Engagement: strategic oversight of relationships with stakeholders

As individuals, we agree to:

Fulfil our role & responsibilities

1. We accept that our role is strategic and so will focus on our core purpose rather than involve ourselves in day-to-day operational management in accordance with the spirit of Education (Jersey) Law 1999.
2. We will fulfil our role and responsibilities as set out in our Scheme of Delegation (once adopted).
3. We will develop, share and live the ethos and values of the school.
4. We agree to adhere to GoJ and local school policies and procedures.
5. We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring or right-to-work/live on Island checks, where applicable.
6. We will work collectively for the benefit of the school.
7. We will be candid but constructive and respectful when holding senior leaders to account.
8. We will consider how our decisions may affect the school and local community.
9. Where decisions and actions conflict with the Seven Nolan Principles of Public Life or may place students at risk, we will speak up and bring this to the attention of the relevant authorities.
10. We will only speak or act on behalf of the governing body if we have the authority to do so.
11. We will fulfil our responsibilities, acting fairly and without prejudice.
12. When making or responding to complaints, we will follow the established procedures for our school.
13. We will strive to uphold the school's reputation in our public communications (including on social media).
14. We will have regard to our responsibilities under [Discrimination \(Jersey\) Law 2013](#) and will work to advance equality of opportunity for all.
15. Those governing at school level will act as local ambassadors for their respective school/college and organisation.

Demonstrate our commitment to the role, to include:

1. We will involve ourselves actively in the work of the governing body in our school and accept our fair share of responsibilities, serving on committees or working groups where required.
2. We will make every effort to attend all meetings in accordance with the Code of Conduct and where we cannot attend, explain in advance why we are unable to.
3. We will arrive at meetings prepared, having read all papers in advance, added in comments on the GVO platform where appropriate for feedback, ready to make a positive contribution and observe protocol.
4. We will get to know the school/s well and welcome opportunities to be involved in school activities.
5. We will visit the school/s and when doing so will make arrangements with relevant staff in advance and observe school and board protocol.
6. When visiting a school in a personal capacity (for example, as a parent or carer), we will continue to honour the commitments made in this code.
7. We will participate in induction training, prioritise completion of mandatory training in required areas (such as safeguarding) and commit to developing our individual and collective skills and knowledge on an ongoing basis.

Build and maintain relationships

1. We will develop effective working relationships with leaders, staff, parents and other relevant stakeholders from our local communities.
2. We will respect the remit of, and engage constructively with, relevant authorities and other schools.
3. We will establish effective working relationships with the central team.
4. We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
5. We will work to create an inclusive environment where each member's contributions are valued equally.
6. We will support the chair in their role of leading the governing body and ensuring their appropriate conduct.

Respect confidentiality

1. We will observe complete confidentiality both inside and outside of the governing body when matters are deemed confidential or where they concern individual staff, students or families.
2. We will not reveal the details of any governing body vote.
3. We will ensure all confidential papers are held and disposed of appropriately.
4. We will maintain confidentiality even after we leave our voluntary office role.

Declare conflicts of interest and be transparent

1. We will declare any relevant business, personal or other interest that we have in connection with the board's business, and these will be recorded in the CYPES [Declaration of Interest Form](#) and updated accordingly as and when new relevant interests arise.
2. We will also declare any conflict of loyalty at the start of any meeting should the need arise.
3. 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.
4. We accept that the Register of Relevant Business Interests will be published on the GVO platform.
5. We will act as a governor/committee member, not as a representative of any group.
6. We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing body, attendance records, relevant business and pecuniary interests (that conflict with our role), category of governor and the body responsible for appointing us will be published on the GVO platform.
7. We accept that information relating to members will be collected and recorded on the GVO platform and Jersey Get Information About Schools (when live). Names and dates of appointment will be publicly available.

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions, including suspension or removal.

Name:	School governing body:
Signed:	Date:

We agree that this code of conduct will be reviewed annually and endorsed by the full governing body.