



Oxford Diocesan Bucks Schools Trust (ODBST)

"Empowering our unique schools to excel"



ODBST Level 1 Statutory Policy:	ALL Schools require this policy with no changes allowed to core text. No changes are necessary to personalise this with school name and branding, as this is a Trust level policy for use, without change, by all schools. LGBs will note adoption in LGB meetings. Review will take place at Trust level, and schools will be notified of updates and review dates as necessary.
Other related ODBST policies and procedures:	
Committee responsible:	SEC
Approved by:	Executive Committee
Date Approved:	1 st September 2023
Review date:	Autumn term 2026

The National Governance Association’s Code of Conduct update August 2023 sets out the expectations of and commitment required from Trustees and governors in academy trusts to carry out their work properly within their Trust, schools and in the community.

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

Trustees: We agree to follow the [charity governance code](#)

Those governing at local level: We recognise, abide by and support the principles set out in the [charity governance code](#)

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

Selflessness - Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership - Holders of public office should promote and support these principles by leadership and example.

We will apply the highest standards and will:

1. act within our powers
2. promote the success of the Trust
3. exercise independent judgement
4. exercise reasonable care, skill and diligence
5. avoid conflicts of interest
6. not accept benefits from third parties
7. declare interest in proposed transactions or arrangements
- 8.

We will focus on our core governance functions:

1. Strategic leadership: defining a vision, fostering a culture and championing the strategy
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:

- We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day-to-day management.
- We will fulfil our role and responsibilities as set out in our scheme of delegation.
- We will develop, share and live the ethos and values of our Trust.
- We agree to adhere to Trust policies and procedures.
- We will work collectively for the benefit of the Trust.
- We will be candid but constructive and respectful when holding senior leaders to account.
- We will consider how our decisions may affect the Trust and local community.
- We will stand by the decisions that we make as a collective.
- Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
- We will only speak or act on behalf of the Trust Board if we have the authority to do so.
- When making or responding to complaints, we will follow the established procedures.
- We will strive to uphold the Trust's reputation in our private communications (including on social media).
- We will have regard to our responsibilities under The Equality Act and will work to advance equality of opportunity for all.
- We will act as the local ambassadors for our Trust.
-

Demonstrate our Commitment to the role:

- We will involve ourselves actively in the work of the board and accept our fair share of responsibilities, serving on committees or working groups where required.
- We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
- We will get to know the school well and welcome opportunities to be involved in school activities.
- We will visit the school and when doing so will make arrangements with relevant staff in advance and observe school and board protocol.
- 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.
- We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

Build and maintain Relationships

- We will develop effective working relationships with leaders, staff, parents and other relevant stakeholders from our local communities.

- Those governing at a local level: We will champion the voices of our school community and stakeholders.
- Those governing at a local level: We will establish effective working relationships with Trustees.
- Trustees: We will respect the remit of, and engage constructively with LGBs, relevant authorities, sector bodies and other trusts.
- We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
- We will work to create an inclusive environment where each board member's contributions are valued equally.
- We will support the chair in their role of leading the board and ensuring appropriate conduct.

Respect Confidentiality

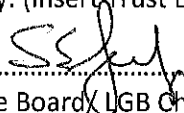
- We will observe complete confidentiality both inside and outside of the Trust when matters are deemed confidential or where they concern individual staff, pupils or families.
- We will not reveal the details of any governing board vote.
- We will ensure all confidential papers are held and disposed of appropriately.
- We will maintain confidentiality even after we leave office.

Declare Conflicts of interest and be transparent

- We will declare any business, personal or other interest that we have in connection with the board's business, and these will be recorded in the register of business interests.
- We will also declare any conflict of loyalty at the start of any meeting should the need arise.
- 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.
- We accept that the Register of Business Interests will be published on the Trust's website.
- We will act as a Trustee/ local governor not as a representative of any group.
- We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the Trust Board, attendance records, relevant business and pecuniary interests, category of governor/Trustee and the body responsible for appointing us will be published on the Trust website.
- We accept that information relating to board members will be collected and recorded on the DfE's national database (Get information about schools), some of which 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.

Adopted by: (insert Trust Board or LGB name)

Signed: 
Chair of the Board/ LGB Chair

Date: 5/9/23

We agree that this code of conduct will be reviewed annually and endorsed by the full Trust Board/ Local Governing Body.