

TVI LEARNING TRUST

Thames View Infants

Local Advisory Body

Approval of LAB Members Code of Conduct

<p style="text-align: center;">Governance issues</p> <p>The LAB agreed at its meeting of 9/10/17 that NPW Governor Services should develop a code of conduct for governors and directors.</p>
<p style="text-align: center;">Financial Implications</p> <p>The costs of preparing the code of conduct will be charged at an hourly rate, but where possible previously prepared source documents will be used. There are no other direct financial implications.</p>
<p style="text-align: center;">Risk Management issues</p> <p>Failure to comply with the code of conduct could create reputational and operational risks for the Academy. It could also put at risk the continuation of office of members of the Local Advisory Body</p>
<p style="text-align: center;">Recommendations and/or key points for discussion.</p> <p>The LAB is asked to consider adopt the code of conduct and adopt it at the second meeting of the autumn term..</p>
<p style="text-align: center;">Report</p> <p>The codes of conduct for the SAT governing board and for members require revision to apply to the LAB.</p>
<p style="text-align: center;">Name and title of report author</p> <p style="text-align: center;">Greg Robbins NPW Governor Services</p>

Local Advisory Body of Thames View Infants

Code of Conduct

1) Purpose

All members of the LAB are responsible for carrying out their duties with the utmost integrity. The purpose of this code of conduct is to provide LAB members with clear guidelines as to their standard of behaviour, responsibilities, and best practice in fulfilling their obligations to Thames View Infants School and to TVI Learning as a company.

2) Our obligations

As members of the LAB of Thames View Infants we aim to provide outstanding governance that drives improvement and holds senior leaders to account for the quality of teaching and learning, levels of achievement, the safety and well being of pupils and staff and the effective management of the school's financial resources.

Our overarching aim is to ensure that our pupils receive the best possible education to enhance their life choices.

To achieve our aims we recognise that we must be fully committed to the work of the LAB and carry out our duties with the utmost integrity. We will:

- regularly attend and contribute to meetings and learning walks of the LAB
- take responsibility for developing our knowledge and understanding of our roles as LAB members through training and learning
- take responsibility for developing our knowledge and understanding of Thames View Infants by visiting the school and meeting with staff
- be sufficiently prepared for meetings so that well considered decisions can be taken and to hold senior leaders to account
- carry out our duties collectively, other than when responsibilities have been delegated by the LAB to individuals
- be bound by decisions of the LAB regardless of our personal views
- set the strategic direction of the school, monitor and evaluate our decisions and hold senior leaders to account for performance

To meet our duties under the terms of reference we will:

- act in accordance with the terms of reference of the LAB
- act in the interests of the school only and promote its success
- act with integrity at all times
- use reasonable skill and care in working as a LAB member by applying our knowledge
- take professional advice as necessary
- exercise independent judgement
- exercise reasonable care, skill and diligence
- avoid conflicts of interest
- not accept benefits from third parties, and
- declare interests in proposed transactions or arrangements

In carrying out our duties we will have regard to:

- the likely long term consequences of our decisions

- the interests of our pupils and employees
- the need to foster relations with the wider school community, our partners and our suppliers
- the need to act transparently and fairly, putting the interests of the school before our personal interests
- maintaining the reputation of the school and the trust.

3) Conflicts of interest

We recognise that a conflict of interest arises when a member of the LAB's personal interests, or interests which they owe to another body, and those of the school arise simultaneously or appear to clash. This includes conflicts arising from any loyalty owed to a different individual or organisation. In particular, LAB members may not be bound by decisions taken by other organisations when considering Thames View Infants business.

As a LAB we maintain a register of our interests and each LAB member will be required to update their interests on an annual basis. If a LAB member has an interest this should be declared and s/he should withdraw, taking no part in the discussion or voting. This declaration will be minuted.

If a LAB member is in any doubt about whether they have an interest, it should be declared and the LAB will determine how to deal with it. The reputation of the LAB is at risk if it is not seen to act transparently. This places a duty on LAB members to ensure that all known interests are declared regardless of which LAB member they are held by. The decision of the LAB shall be final. In reaching its determination the LAB will consider:

- will the LAB member or relative will materially benefit?
- whether the conflict be authorised?
- will it affect the LAB member individually, or as part of a larger group?
- even if the LAB member or relative will not benefit financially – does s/he have a conflict of loyalty?
- What the public perception would be?

Any LAB member who fails to disclose any interest or material interest required to be disclosed must permanently vacate their office if required to do so by a majority of the remaining LAB members.

4) Advice on the interpretation of the code

If any LAB member requires advice on the interpretation of the code they should contact the clerk to the governors at sarah.beaumont@theeducationspace.co.uk or on 020 8249 6930 to discuss their concerns. This advice will be given in confidence unless both parties agree to the contrary.

5) Breaches of the code

Any breaches or potential breaches of the code should be reported to the clerk to the governors at sarah.beaumont@theeducationspace.co.uk or on 020 8249 6930. These will be considered by the clerk who will decide in liaison with the chair of the LAB an investigation should be carried out. Confirmed breaches could lead to the governor being warned about their future conduct, being sanctioned or being removed from office.

All processes will follow the principles of natural justice.