



## Local Governing Body Governors' Undertaking

The following should be signed by the Chair of the LGB on behalf of all Governors and this undertaking should be recorded in the minutes of the meeting at which it is signed.

### 1. INTRODUCTION

- 1.1 This undertaking is to be signed by all Governors of the Local Governing Body for Meavy C of E Primary School and Lady Modiford's C of E Primary School (the '**Academy**') on or as soon as possible after their appointment as a Governor of the Local Governing Body of the Academy (the '**LGB**').
- 1.2 This undertaking is designed to confirm that each Governor of the LGB will comply with the terms of the LGB's Scheme of Delegated Authority ('**SoDA**') and, in particular, the object of the Trust as set out in the SoDA.
- 1.3 This undertaking also sets out the basic principles of behaviour with which Governors of the LGB are expected to comply.

### 2. UNDERTAKING

- 2.1 The Governor of the LGB signing this undertaking agrees to:
  - 2.1.1 comply with the terms and provisions of the SoDA
  - 2.1.2 notwithstanding the generality of point 2.1.1, to do everything possible to ensure that the Academy is operated and run so as to comply with the object of the Trust
- 2.2 In support of the undertaking given in 2.1, the Governor of the LGB signing this undertaking agrees to:

- 2.2.1 do everything necessary to understand the purpose of the Trust, the Board of Directors of the Trust (the '**Board Directors**'), the LGB and the role of the Head Teacher.
- 2.2.2 accept that they have no legal authority to act individually, except when the Board of Directors has given delegated authority to do so.
- 2.2.3 accept collective responsibility for all decisions made by the Board of Directors and its delegated agents or the LGB and will not speak against majority decisions outside the LGB Meeting
- 2.2.4 have a duty to act fairly and without prejudice, and in so far as the LGB have responsibility for staff, will fulfil all that is expected of a good employer
- 2.2.5 encourage open government and will act appropriately
- 2.2.6 consider carefully how their decisions may affect the community and other schools
- 2.2.7 always be mindful of their responsibility to maintain and develop the ethos and reputation of the Academy and the Trust
- 2.2.8 follow procedures established by the board in making or responding to criticism or complaints affecting the Academy.
- 2.2.9 actively support and challenge the Head Teacher
- 2.2.10 acknowledge that accepting office as a Governor of the LGB involves the commitment of significant amounts of time and energy
- 2.2.11 involve themselves actively in the work of the LGB, and accept their fair share of responsibilities, including service on committees or working groups
- 2.2.12 make full efforts to attend all meetings and where they cannot attend explain in advance why they are unable to attend
- 2.2.13 get to know the Academy well and respond to opportunities to involve themselves in school activities
- 2.2.14 visit the Academy, with all visits to the Academy arranged in advance with the staff and undertaken within the framework established by the Board of Directors
- 2.2.15 consider seriously their individual and collective needs for training and development, and will undertake relevant training

- 2.2.16 strive to work as a team in which constructive working relationships are actively promoted
- 2.2.17 express views openly, courteously and respectfully in all their communications with Governors and the Board of Directors
- 2.2.18 support the Chair in their role of ensuring appropriate conduct both at meetings and at all times.

### **3. CONFIDENTIALITY**

The Governor of the LGB signing this undertaking agrees that they will:

- 3.1 observe complete confidentiality when matters are deemed confidential or where they concern specific Governors, staff or pupils, both inside or outside school
- 3.2 exercise the greatest prudence at all times when discussions regarding school business arise outside a LGB meeting
- 3.3 not reveal the details of any LGB vote.

### **4. CONFLICTS OF INTEREST**

- 4.1 The Governor of the LGB signing this undertaking will record any pecuniary or other business interest (including those related to people they are connected with) that they have in connection with the LGB's or the Trust's business in the Register of Business Interests, and if such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time.
- 4.2 The Governor of the LGB signing this undertaking will also declare any conflict of loyalty at the start of any meeting should the situation arise and will act in the best interests of the Academy as a whole and not as a representative of any group, even if elected to the LGB.

Signed: Robert Atwill

Print name: Robert Atwill

Date: 23<sup>rd</sup> September 2018