



Our Lady and St Rose of Lima Catholic Primary School.

Learning, Living Loving, together in Christ



Governor Code of Conduct and Confidentiality Agreement

Thank you for volunteering to be a Governor of this school, your help and support is greatly appreciated.

As a Governor, whether you are a Parent Governor, a staff Governor, a Local Authority Governor or a Foundation Governor, your actions are to support and foster the life of this school.

The position carries considerable responsibilities, including the requirement to be confidential about all school matters.

By signing this agreement, you promise to uphold the confidentiality of all business conducted in the meetings of the governors of Our Lady and St Rose of Lima Catholic School.

This means that being a governor requires you to observe as confidential, all information discussed and accessed in Governing Body meetings and includes:

- Matters concerning staff, children or their parents/carers.
- Decisions taken, even after they have been published, through the minutes of meetings.
- Information about actions of the Governing Body that have not been published in the Governing Body minutes.
- Information accessed by 'privilege' e.g. notices on the staff notice board.
- Information about future school plans and/or actions that have not been disclosed to parents or other stakeholders.
- Exercising prudence, when engaged in informal talk outside Governing Body meetings.
- Not passing any individual comment about school business, outside Governing Body meetings.
- Advising 'others' that complaints /queries/ suggestions be directed to the Head Teacher, through proper channels, and not to members of the Governing Body.

I understand that I may have access to confidential information and that it is my responsibility to maintain the integrity of this information and to keep it private. I further understand that disclosure of confidential information may result in the termination of my membership of the Governing Body.

Name of Governor: Print:

Signed:

Date:

Name of witness: Print:

Signed:

Date: