

APPENDIX 2
Code of Conduct for the LAC
Effective Date:
09 September 2025

It is essential that confidence in the good governance and probity of the board of the Trust is maintained. To assist the Board of Trustees (the **board**) achieve this, each Academy in the Trust has adopted this code of conduct for councillors who make up the Local Academy Council (the **code**).

The Local Academy Council (LAC) is the Academy's accountable body responsible to the Trust for the conduct of the Academy and for promoting high standards. The LAC aims to ensure that children are attending a successful school which provides them with good education and supports their well-being.

Purpose

There are six core principles of good governance, each with its supporting principles. Good governance means;

1. Focusing on the organisation's purpose and outcomes for citizens and service users
2. Performing effectively in clearly defined functions and roles
3. Promoting values for the whole organisation and demonstrating the values of good governance through behaviour
4. Taking informed, transparent decisions and managing risk
5. Developing the capacity and capability of governing bodies to be effective
6. Engaging stakeholders and making accountability real

We Will;

1. Be clear about the Academy's purpose and its intended outcomes for citizens and pupils
2. Make sure that pupils receive a high-quality education
3. Make sure that taxpayers receive value for money
4. Be clear about the functions of the LAC
5. Be clear about the responsibilities of non-executives and the executive, and make sure those responsibilities are carried out
6. Be clear about relationships between Councillors and the public
7. Put organisational values into practice
8. Behave in ways that uphold and exemplify effective governance
9. Be rigorous and transparent about how decisions are taken
10. Have and use good quality information, advice and support
11. Make sure that an effective risk management system is in operation
12. Making sure that appointed and elected councillors have the skills, knowledge and experience they need to perform well

13. Develop the capability of people with governance responsibilities and evaluate performance as individuals and as a group
14. Strike a balance, in the membership of the board, between continuity and renewal
15. Understand formal and informal relationships
16. Take an active and planned approach to dialogue with and accountability to the public
17. Take an active and planned approach to the responsibility to staff
18. Engage effectively with institutional stakeholders
19. Be advocates of the Trust and the Academy

Responsibilities

We fulfil our role and responsibilities as set out in our scheme of delegation. The LAC is responsible to the Trust for its actions and is expected to follow the expectations of the Councillors laid down by the Trust. These expectations mirror those which apply to the Board of Directors of the Trust as follows;

The Academy

1. Aims to establish a LAC that is competent, accountable, independent and diverse that promotes best practices in governance
2. The trust shall use The Good Governance Standard for Public Services as a guide to help the LACs achieve good governance but also as a tool to regularly assess the strength and weaknesses of the academy's governance practice and improve it
3. Aims to make sure that its Councillors promote and uphold high standards of conduct, probity and ethics
4. Each Councillor shall uphold the seven principles of public life identified by the Nolan Committee on Standards in public life (May 1996)
5. Requires its Councillors to act in accordance with the Trust's articles of association and associated scheme of delegation (the articles) and the code of conduct.
6. Each Councillor shall obey the articles and decisions taken by the board and LAC in accordance with the articles

The Local Academy Council

Councillors Shall;

1. Fulfil their responsibilities and duties as a Councillor of the Academy in good faith and:
 - 1.1. Act in the best interests of the Trust and the Academy
 - 1.2. Secure the proper and effective use of that Academy's property
 - 1.3. Act personally in all respects
 - 1.4. Act within the scope of any authority given to them by the board or LAC by law, regulations, or articles

- 1.5. Act in the best interests of the Trust and Academy as a whole and not as a representative of any group, affiliation or organisation
 - 1.6. Use the reasonable skill and care when making a decision
 - 1.7. Understand that the role is strategic rather than operational
 - 1.8. Accept that Councillors have no legal authority to act individually, except when the Board has been given a delegated authority. Therefore, will only speak on behalf of the Local Academy Council when we have been specifically authorised to do so
 - 1.9. Apply personal and professional experiences to help improve the Academy and the Trust
 - 1.10. Support and challenge as a "critical friend." (Local Academy Councils do not hold the Head of schools to account, as this is the executive team's role)
 - 1.11. In making or responding to criticism or complaints affecting the academy, will follow the procedures established by the Trust
2. Be committed to the Trust's values and objectives (including equal opportunities), contribute to and share responsibility for the LAC's decisions, read LAC papers and attend meetings, training sessions and other relevant events
 3. Declare all interests they have as required by the articles and the general law and comply with any rules requiring withdrawal from a meeting where this is necessary because of an interest
 4. Respect the confidentiality of information that they may have access to as a Councillor of the Academy and keep confidential the affairs of the LAC:
 - 4.1. Observe complete confidentiality both inside and outside of Academy/Trust when matters are deemed confidential or where they concern individual staff, pupils, or families, including the details of any vote
 - 4.2. Ensure that all Academy/Councillor/Trust documentation is solely used for meetings/discussions. The Governance Trust team will provide access to Governor hub secured areas via the Trust email addresses
 - 4.3. Exercise the greatest prudence when discussions regarding school business arise outside a Board meeting
 - 4.4. Exercise great caution with using social networking websites, such as Facebook, Twitter, social media messaging platforms etc., and not comment or "like" anything on the Academy, Governance or the Trust, which could disrepute the school, Trust or its Boards. Care should also be exercised about material posted, including photographs
 - 4.5. Ceasing to be a Councillor: The requirements relating to confidentiality will continue to apply after a Councillor leaves office. Notice should be written to the Chair of LAC and the Governance Professional Lead, giving reasonable notice, where possible

5. Inform the Governance Professional Lead to the Trust as soon as possible should any changes to their circumstances occur during their term as a Councillor, including if:
 - 5.1. there are any changes to the interests which have been declared
 - 5.2. they become or cease to be a company director, board member or trustee of another company or charity
 - 5.3. their occupation changes
 - 5.4. they move house
 - 5.5. they become employed by the Academy

6. Seek to develop effective working relationships with the SLT, staff and parents, the Trust, local authorities and other relevant agencies and the community:
 - 6.1. Strive to work as a team in which constructive working relationships are actively promoted
 - 6.2. Express views openly, courteously and respectfully in all our communications with other Councillors
 - 6.3. Support the Chair in their role of ensuring appropriate conduct both at meetings and at all times
 - 6.4. Note that Councillors should not generally make links or 'friends' with staff or students of the school or enter any discussion regarding the School via Social networking websites; It is acknowledged that Staff Councillors will have links with other staff members but should not make any comment about the Governance of the school or have links with students. It is also acknowledged that Parent Councillors will have Facebook or similar links with their own friends and children.

We agree to abide by the Seven Nolan Principles of Public Life

The board expects each Councillor to uphold the following principles based on the Nolan Committee's work:

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 make decisions 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 actively 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 openly and transparently. Information will not be withheld from the public unless there are explicit and lawful reasons.

Honesty

We will be truthful.

Leadership

We will exhibit these principles in our behaviour. We will actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Application of the code

This code applies to all Councillors and committee members of the Local Academy Council when exercising any of the board's powers delegated to them under the articles.

By accepting an appointment to the LAC, each Councillor agrees to accept the provisions of this code.

Breaches of the code

Every Councillor is under a duty to report any breach of this code or any grounds for believing that a breach of the code has occurred to the LAC to the Chair and the Governance Lead for the Trust (If the allegation is about the Chair, this should be reported to the Vice-Chair and the Governance Professional Lead)

Failing to report a code breach is itself a breach of this code.

Any breach of this code will be treated extremely seriously by both the LAC and the Academy and may result in suspension or removal from the LAC.

In case of a breach of this code, each Councillor agrees to participate fully in any investigation procedure instigated by the LAC and to abide by any sanctions imposed on them by the LAC for such breach.

Review

The board will be responsible for ensuring that this code of conduct is kept under annual review.