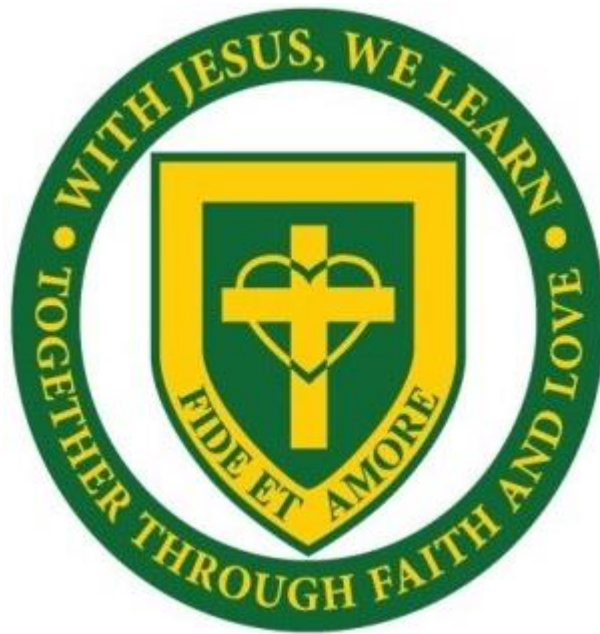




St. Mary's Catholic Primary School

*'With Jesus, we learn together
through faith and love'*

**Governors Role and
Responsibilities Policy
September 2026**

As Governors we work together for the best interest of St. Mary's Catholic Primary school. The role of governor is strategic, as Governors we set and monitor the long-term vision and goals for the St. Mary's, while the Headteacher and school leadership team manage the day-to-day operations and organisation in the school.

Our Roles and Responsibilities include -

1. Service to the Whole School Community

Governors are called to serve the mission of the school by acting in the best interests of all pupils, staff, and families. Contributions should support the common good, rather than reflect personal interests or individual concerns.

2. Appropriate Use of the Governing Role

Governors do not represent individual stakeholders or act as spokespersons for particular groups. Issues relating to individual pupils, parents, or staff members should not be raised in governing body meetings. As Governors we should direct all operational matters back to the class teacher or school management team as appropriate.

3. Agenda Discipline

Meetings will follow the agreed agenda. Any additional items for the agenda or matters arising should be submitted to the Clerk to the Governors at least a week in advance for consideration at a future meeting.

4. Conduct Rooted in Christian Values

All Governors are expected to uphold the Catholic ethos of the school, engaging with one another in a spirit of respect, compassion, and collaboration

ADHERENCE TO THE NOLAN PRINCIPLES

As Governors, we will follow the Nolan Principles set out by the government, at all times. They apply to anyone who holds public office:

- **Selflessness** – *we will act in the public interest*
- **Integrity** – *we will not act or take decisions to gain financial or other material benefits for ourselves, our family, or our friends. We will declare any conflict of interests*
- **Objectivity** – *we will act and take decisions impartially, fairly, and on merit. We will use the best evidence and avoid discrimination or bias*
- **Accountability** – *we understand that we are accountable to the public for our decisions and actions. To make sure of this, we will be scrutinised where necessary*
- **Openness** – *we will act and take decisions openly and transparently. We will not withhold information from the public unless there are clear and lawful reasons for doing so*
- **Honesty** – *we will be truthful*

- **Leadership** – *we will actively promote and support the above principles and will challenge poor behaviour wherever it happens*

Confidentiality

Confidentiality is an important part of our role and important for Governors to also protect themselves by being confidential.

1. Always be cautious when discussing school outside of a governor meeting
2. Governors will observe confidentiality in all circumstances, in particular in relation to matters concerning specific members of staff or pupils, both inside and outside the school, unless there is a lawful requirement for disclosure
3. Governors will exercise the greatest prudence at all times when discussions regarding the business of the school arise outside of Governing Board meetings
4. Governors will exercise care and skill when communicating through social media and not use it to discuss school business
5. Governors will not reveal the details of any Governing Board vote.

Conflicts of interest

1. Governors will always act in the best interests of the charitable objects set out in the governing documents of the School.
2. Governors will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the Governing Board's business in the Register of Business Interests, and if any such conflicted matter arises in a meeting, we will offer to leave the meeting for the appropriate length of time.
3. Governors will also declare any conflict of loyalty at the start of any meeting should the situation arise.

Social Media

As Governors we need to be very aware and protect ourselves when using any form of Social Media including What's App, Instagram, Facebook etc. No school business should be discussed online as we are in a position of trust and confidentiality. As Governors we also need to protect ourselves online and take additional care.

Administrative Responsibilities

Governors will try to attend all meetings. The school understands there may be unforeseen circumstances that prevent you attending a meeting, if this happens please contact the Clerk to Governors before the meeting begins.

All Governors should read Keeping Children Safe in Education to understand the safeguarding duties in the school.

These Governor Roles and Responsibilities will be reviewed in October 2027