



## **Leicester Diocesan Board of Education: Trustee Code of Conduct**

### **Introduction**

The Leicester Diocesan Board of Education (LDBE) Trustee Code of Conduct is an agreement between LDBE and individual board members; which states the expected conduct and standard of behaviour expected from trustees. It should be read alongside LDBE's Guidance for Trustees and LDBE's Vision which is rooted in the teachings of the Christian faith.

### **Objectives**

The Code of Conduct sets out how a trustee should undertake their role and responsibilities, and sets the behavioural standard which is expected by LDBE.

The aim of the code is to set and maintain the highest level of integrity and service delivery for LDBE.

### **Scope**

This policy applies to all trustees of Leicester Diocesan Board of Education.

### **Related Legislation and Policies**

Please also refer to the following relevant legislation and policies:

- Companies Act 2006
- Charities Act 2011
- Trustee Expenses Policy
- Equality and Diversity Policy
- DBE Conflicts of Interests Policy
- DBE Data Privacy Notice
- LDBE Vision
- Diocesan Boards of Education Measure
- LDBE Memorandum and Articles of Association

### **Code of Conduct**

It is the responsibility of trustees to:

- Act within the governing policies and the law – being aware of the contents of the memorandum and articles of association and the law as it applies to LDBE.
- Act in the best interests of LDBE – considering what is best for LDBE and the church schools we serve; and avoiding bringing it into disrepute.
- Manage conflicts of interest effectively – registering, declaring and resolving conflicts of interest. Not gaining materially or financially unless specifically authorised to do so.
- Respect confidentiality and data privacy.



- Have a sound and up-to-date knowledge of LDBE and its environment – understanding how LDBE works and the environment within which it operates.
- Strive to attend meetings and other appointments or give apologies – engaging in discussions and decision-making processes.
- Prepare for meetings – reading provided papers, querying unclear items and thinking through issues before meetings.
- Actively engage in respectful discussion, debate and voting in meetings – contributing positively, listening carefully, challenging sensitively and avoiding conflict.
- Act jointly and accept a majority decision – making decisions collectively as a board, standing by them and not acting individually once a decision has been reached; unless specifically authorised to do so.
- Work considerately and respectfully with all – respecting diversity, different roles and boundaries, and avoiding giving offence

### **Responsibilities of LDBE**

LDBE will:

- Provide trustees with timely and relevant information in order to allow the board to govern well
- Provide the board with advice when necessary, ensuring that external professional advisors are available as and when needed
- Work in partnership with the board to ensure that it fulfils all its statutory and legal responsibilities
- Provide the board with the necessary administrative and other support that they will need to govern well
- Reimburse trustees' out-of-pocket expenses incurred in the course of their duties as trustees

### **Trustee Signature**

Name	
Date	
Signature	

### **Approving and reviewing**

This policy was approved by the board in June 2025 and will be reviewed in June 2028.