



The Rivers

C.of E. Academy Trust

Advocate Roles

Code of Conduct 2025-2026

As advocates we agree to the following:

Role & Responsibilities

- We understand the purpose of the advocate roles and the role of the trustees.
- We accept that we have no legal authority to act individually, except when the trustees have given us delegated authority to do so, and therefore we will only speak on behalf of the advocates when we have been specifically authorised to do so.
- We have a duty to act fairly and without prejudice.
- We will encourage open governance and will act appropriately.
- We will consider carefully how our decisions may affect the community and other schools in the MAT.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school/MAT. Our actions within the school and the local community will reflect this.
- In making or responding to criticism or complaints, we will follow the procedures established by the trustees in the scheme of delegation.
- We will accept and respect the difference in roles between the advocates, ensuring that we work collectively for the benefit of the school.
- We will respect the role of the head and their responsibility for the day-to-day management of the organisation and avoid any actions that might undermine such arrangements.
- We agree to adhere to the school's rules and policies and the procedures of the advocates as set out by the relevant terms of reference and scheme of delegation.
- When communicating in our private capacity (including on social media) we will be mindful of and strive to uphold the reputation of the organisation.
- We will act without fear or favour.



Commitment

- We acknowledge that accepting office as an advocate involves a certain level of commitment (please see role descriptions).
- We will each involve ourselves actively in the work of the advocates and accept our fair share of responsibilities.
- We will make full efforts to attend all meetings and, where we cannot attend, explain in advance why we are unable to do so to the head.
- We will visit the school with all visits arranged in advance with the head and undertaken within the framework established by the advocates.

Relationships

- We will strive to work as a team in which constructive working relationships are actively promoted.
- We will express views openly, courteously and respectfully in all our communications with other advocates, trustees, and school staff both in and outside of meetings.
- We will support the head in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from other advocates in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.

Confidentiality

- We will exercise the greatest prudence at all times when discussions regarding school/trust business.
- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside school.
- Emails sent to personal accounts may not be shared.



Conflicts of interest

- We will also declare any conflict of loyalty at the start of a link visit should the situation arise.
- We will act in the best interests of the school as a whole and not as a representative of any group.

Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the head and the head will investigate and recommend a decision to the trustees; the trustees will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.

Advocate's name: _____

Signed: _____

Date: _____