**The Kings Hall, Withyham**

**Trustees’ Code of Conduct**

It is the responsibility of the Trustees to:

* **Act in the best interests of The Kings Hall as a whole** (Trustees should consider what is best for the organization and its beneficiaries and should avoid bringing it into disrepute)
* **Manage conflicts of interest (CoI) effectively** (Trustees should register, declare and resolve CoI and should not gain materially or financially unless specifically authorized to do so)
* **Have a sound and up-to-date knowledge of The Kings Hall and its environment** (Trustees should understand how The Kings Hall works and the environment in which it operates)
* **Act within the governing scheme and the law** (Trustees need to be aware of the contents of the governing document and the law as it applied to the Kings Hall, Withyham)
* **Attend meetings and other appointments or give apologies** (Trustees are not required to attend all meetings but should attend more than don’t)
* **Prepare for meetings** (Trustees should read papers, follow up on actions and query anything they do not understand)
* **Actively engage in discussion, debate and voting at meetings** (Trustees should contribute positively, listen carefully, challenge sensitively and avoid conflict)
* **Act jointly and accept a majority decision** (Trustees should make decisions collectively, standing by them and not acting individually unless authorised to do so)
* **Work considerately and respectfully with all** (Trustees should respect diversity, different roles and boundaries without giving offence)
* **Respect confidentiality**

Trustees are expected to honour the content and spirit of this code