



# The Educators' Trust

## Code of Conduct for Trustees

It is the responsibility of trustees of *The Educators' Trust* (the Trust) to:

- Act within the constitution and the law – being aware of the contents of the charity's constitution as Charitable Incorporated Organisation No.117935 and the law as it applies to *The Educators' Trust*.
- Act in the best interest of *The Educators' Trust* as a whole – considering what is best for the charity and its beneficiaries and avoiding bringing the Trust or *The Worshipful Company of Educators* into disrepute.
- Act within the various policies of *The Worshipful Company of Educators* where applicable, including policies on Communications and Safeguarding.
- 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 – understanding what confidentiality means in practice for the Trust, its board and all individuals involved with its activities.
- Handle any personal data on behalf of the Trust in accordance with *The Educators' Trust Privacy Notice* (Use §5 and §8, Storage §6 and §9).
- Have a sound and up-to-date knowledge of the Trust and its context – understanding how the Trust works and the City of London livery company context within which it operates.
- Attend meetings and other trustee activities or give apologies– considering other available ways of engaging if regularly unable to attend board meetings in person.
- Prepare fully for meetings and all work for the Trust– reading papers, querying anything you don't understand and thinking through issues in good time before meetings.
- Actively engage in discussion, debate and decision making in meetings– contributing positively, listening carefully, challenging sensitively and avoiding conflict.
- Act jointly and accepting majority decisions – making decisions collectively, standing by them and not acting individually unless specifically authorised to do so.
- Work considerately and respectfully with all– respecting diversity, different roles and boundaries, and avoiding giving offence.

Trustees are expected to honour the content and spirit of this code which was first adopted at a board meeting on 6 September 2023. This code and its application by trustees in the previous year will be considered annually by the board.

Each trustee will read and sign a copy of this code following its adoption or on appointment as applicable.

Signed

Name .....

Date .....