



# ALEXANDER ROAD HIGH SCHOOL

## SCHOOL GOVERNING BODY CHARTER

Having agreed to serve as a member of the SGB of Alexander Road High School, without expectation of compensation or recompense of any kind, I freely enter into a relationship of trust with the school and undertake to

1	<b>CONSTITUTIONAL AUTHORITY</b> <ul style="list-style-type: none"><li>✓ acknowledge and respect the existence of the two spheres of authority in a school, namely management and governance.</li><li>✓ acknowledge and respect the authority of the principal in the management of the school.</li><li>✓ acknowledge that governance authority exists only when the SGB is in session.</li></ul>
2	<b>COLLECTIVE RESPONSIBILITY</b> <ul style="list-style-type: none"><li>✓ accept collective responsibility for decisions made by the SGB (even when I disagree with a decision).</li><li>✓ desist from undermining decisions, in public or private, outside the governing body meeting.</li><li>✓ not act / speak on behalf of the governing body unless specifically authorised to do so.</li></ul>
3	<b>TEAM WORK</b> <ul style="list-style-type: none"><li>✓ acknowledge that all elected members have equal status on the SGB and although elected by different groups, my overriding concern is for the welfare of the entire school and the best interests of the learners, not a particular sector.</li><li>✓ avoid participating in special interest groups or participating in caucusing meetings of subsections of the SGB.</li><li>✓ work as part of a team to benefit the school.</li><li>✓ settle differences within the SGB.</li></ul>
4	<b>CONFIDENTIALITY</b> <ul style="list-style-type: none"><li>✓ observe confidentiality at all times.</li><li>✓ exercise the greatest circumspection and wisdom when approached individually outside the SGB with potentially contentious issues affecting the school, and not to respond as an individual SGB member.</li></ul>
5	<b>CONFLICT OF INTEREST</b> <ul style="list-style-type: none"><li>✓ declare any potential conflict of interest when a matter is raised.</li><li>✓ withdraw from a meeting or section of a meeting while the relevant matter is under discussion and while a decision regarding it is taken.</li><li>✓ ensure that the minutes reflect the recusal for clarity and correctness.</li></ul>
6	<b>CONSTRUCTIVE PARTICIPATION IN MEETINGS</b> <ul style="list-style-type: none"><li>✓ prepare thoroughly for meetings by reading and considering all relevant documentation in detail.</li><li>✓ understanding the importance of full participation in the governance role and my responsibility to assist in making up a quorum for the meeting, attend all meetings unless I have a valid reason not to do so and send an apology.</li><li>✓ in changed personal circumstances that prevent me from full participation in the SGB, tender a letter of resignation with an appropriate explanation.</li><li>✓ acknowledge that, should I be absent from three consecutive meetings without a valid reason, I will cease to be a member of the SGB and my position will be filled by another person.</li><li>✓ participate in meetings in a business-like, positive and constructive manner.</li><li>✓ observe due protocol in meetings, which includes showing respect to others and for their opinions, not interrupting members and listening to others' viewpoints.</li></ul>
7	<b>SUPPORT FOR THE MANAGEMENT FUNCTION</b> <ul style="list-style-type: none"><li>✓ support the principal and staff of the school in the execution of their duties.</li><li>✓ participate in designing policies that establish and maintain a school culture that serves the best interests of all learners.</li><li>✓ participate in activities that ensure a safe, optimal learning environment for all learners according to the Learners' Code of Conduct.</li><li>✓ support school management in offering a programme of holistic education for responsible citizenship.</li></ul>
8	<b>FINANCIAL EXAMPLE</b> <ul style="list-style-type: none"><li>✓ pay school fees if I am not legally exempted from doing so.</li><li>✓ consider making a voluntary financial contribution even if fully exempt from paying school fees.</li><li>✓ participate in school fundraising activities.</li></ul>
9	<b>LEGAL OBLIGATIONS</b> <ul style="list-style-type: none"><li>✓ acquaint myself with, and observe all legal requirements pertaining to the functioning and duties of an SGB.</li></ul>
10	<b>BREACH OF COMMITMENTS</b> <ul style="list-style-type: none"><li>✓ accept that, should I not honour my commitments to the SGB, I may be subject to disciplinary action and have my membership of the SGB suspended or terminated by the Provincial Head of Department.</li></ul>

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_