



# CONFLICT OF INTERESTS POLICY

To be reviewed: **Annually**

Next review: **Autumn 2021**

Date Approved by the Board: **Autumn 2020**

*\* Executive Head/ Head Teacher/Head of School/Associate Head (henceforth referred collectively as Head Teacher, unless specifically stated)*

## **Conflict of Interest Policy**

All members, directors, governors and staff of GET will strive to avoid any conflict of interest between the interests of GET on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

The purpose of this policy is to protect the integrity of GET's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of the members, directors, governors and staff.

Examples of conflicts of interest include:

- 1 A member of GET who is related to a member of staff and there is a decision to be taken on staff pay and/or conditions.
- 3 A member of GET who is also on the committee of another organisation that is competing for the same funding.
- 4 A member of GET who has shares in a business that may be awarded a contract to do work or provide services for the organisation.

Upon appointment each member of GET will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file and will be updated as appropriate.

In the course of meetings or activities, members of GET will disclose any interests in a transaction or decision where there may be a conflict between the organisations best interests and the member of GET's best interests or a conflict between the best interests of two organisations that the member of GET is involved with.

After disclosure, a member who does have a conflict of interest will be asked to leave the room for the discussion and will not be able to take part in the decision.

Any such disclosure and the subsequent actions taken will be noted in the minutes.

This policy is meant to supplement good judgment, and members, directors, governors, staff, volunteers should respect its spirit as well as its wording.