

## Ethical Audit tool

This audit tool can help leaders to think about the ethical underpinnings of their work. It encourages the use of the framework language to formulate a statement of intent to which governors may hold themselves.

| 1. Leadership Principles                                                                                                                                                                                                                                                                                           |                             |  |  |                                         |                                                  |                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|--|-----------------------------------------|--------------------------------------------------|-------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                    | RAG<br>no, partially, fully |  |  | What would you like to further develop? | How will you measure this?<br>Success Indicators | What will this look like in 6 months/12 months? |
| <b>The framework's values and virtues underpin the way leadership is exercised.</b>                                                                                                                                                                                                                                |                             |  |  |                                         |                                                  |                                                 |
| <p>What is in place currently to demonstrate your assessment? Examples might include examples of ethical leadership in your vision statement, or how you feel that leadership is exemplified (i.e. in regards to a specific case) where ethical considerations were taken into consideration.</p> <p>Evidence:</p> |                             |  |  |                                         |                                                  |                                                 |
| <b>The use of language in both key policy documents, minutes of meetings and in and around school reflects/mirrors the ethical framework.</b>                                                                                                                                                                      |                             |  |  |                                         |                                                  |                                                 |

What examples do you have of this? Where is this language included?

Evidence:

**Ethical language is featured in your motto/vision statement.**



What does your vision statement, values and mission currently uphold with regard to the framework?

Evidence:

**Principles stay the same every year, despite changes to circumstances or accountability measures.**



What are your core principles, and how do you ensure everyone is sticking to them regardless of external pressures?

Evidence:

| 2. Safeguarding values and virtues                                                                                |                             |  |  |                                        |                                                  |                                                 |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------|--|--|----------------------------------------|--------------------------------------------------|-------------------------------------------------|
|                                                                                                                   | RAG<br>no, partially, fully |  |  | How would you like to further develop? | How will you measure this?<br>Success Indicators | What will this look like in 6 months/12 months? |
| <b>Staff know you are committed to ethical practice.</b>                                                          |                             |  |  |                                        |                                                  |                                                 |
| How do you ensure they know, and do you check this?<br>Evidence:                                                  |                             |  |  |                                        |                                                  |                                                 |
| <b>You have a process to check that values and virtues are being upheld (whatever the task being undertaken).</b> |                             |  |  |                                        |                                                  |                                                 |
| Is this documented anywhere, what does it look like?<br>Evidence:                                                 |                             |  |  |                                        |                                                  |                                                 |

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| <b>You have a clear and ethical whistleblowing procedure. Whistle-blowers are protected.</b> |  |  |  |  |  |  |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--|--|--|

Where is your policy/procedure displayed, do all staff have access, and are they confident they could use it without negative consequences, and how do you know?  
Evidence:

| <b>3. Management styles</b>                                                                                                   |                                    |  |  |                                               |                                                          |                                                        |
|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--|--|-----------------------------------------------|----------------------------------------------------------|--------------------------------------------------------|
|                                                                                                                               | <b>RAG</b><br>no, partially, fully |  |  | <b>How would you like to further develop?</b> | <b>How will you measure this?</b><br>Success Indicators? | <b>What will this look like in 6 months/12 months?</b> |
| <b>SLT support the implementation of the ethical leadership framework</b>                                                     |                                    |  |  |                                               |                                                          |                                                        |
| <p>How do SLT keep this at the forefront of their minds, and consider it in all decision-making processes?<br/>Evidence:</p>  |                                    |  |  |                                               |                                                          |                                                        |
| <b>SLT characterise the framework's values and virtues</b>                                                                    |                                    |  |  |                                               |                                                          |                                                        |
| <p>What examples could you give where this is explicit? What behaviours do they exhibit/role model and how?<br/>Evidence:</p> |                                    |  |  |                                               |                                                          |                                                        |

|                                                                                                                                                                                                                                                              |                                                                                     |                                                                                     |                                                                                     |  |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--|--|--|
| <p><b>When undertaking a performance review, you use the ethical framework</b></p>                                                                                                                                                                           |    |    |    |  |  |  |
| <p>How have you used the language and principles in your performance management and appraisal system?<br/>Evidence:</p>                                                                                                                                      |                                                                                     |                                                                                     |                                                                                     |  |  |  |
| <p><b>You recruit leaders using the ethical framework</b></p>                                                                                                                                                                                                |    |    |    |  |  |  |
| <p>How is the framework and language included in the recruitment process, is it mentioned in your job adverts, job descriptions, and do you check values and behaviours of candidates out at interview through your questions/tasks etc..?<br/>Evidence:</p> |                                                                                     |                                                                                     |                                                                                     |  |  |  |
| <p><b>Governors and SLT use the ethical leadership regularly when making decisions</b></p>                                                                                                                                                                   |  |  |  |  |  |  |

How do you ensure the framework is at the forefront of minds during decision making? Do minutes reflect this explicitly? Have decisions been altered as a result of the framework, or the way in which you arrive at decisions at all, for example: closed ballot votes etc..?

Evidence:



| <b>4. A Model Community</b>                                                                                                                                                |                                    |  |  |                                               |                                                         |                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--|--|-----------------------------------------------|---------------------------------------------------------|--------------------------------------------------------|
|                                                                                                                                                                            | <b>RAG</b><br>no, partially, fully |  |  | <b>How would you like to further develop?</b> | <b>How will you measure this?</b><br>Success Indicators | <b>What will this look like in 6 months/12 months?</b> |
| <b>The framework's values and virtues are modelled to children and young people in your school or trust successfully</b>                                                   |                                    |  |  |                                               |                                                         |                                                        |
| <p>How do all staff role model this from SLT, teaching staff, TA's to office and lunch time supervisors, caretakers etc.. What about visitors to school?<br/>Evidence:</p> |                                    |  |  |                                               |                                                         |                                                        |
| <b>Your school/trust has set character traits or virtues that are explicitly valued and presented to students</b>                                                          |                                    |  |  |                                               |                                                         |                                                        |

What virtues are especially valued, and how? How are they formally presented to students, and how do you informally demonstrate them too?

Evidence:

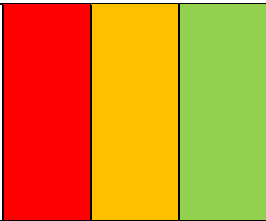
**Your school or trust has a staff code of conduct that includes values and virtues**



Which of the values and virtues are explicitly mentioned already? Are there more that could apply? How do staff sign up and adhere to the code? What would happen/has happened if someone didn't?

Evidence:

**Parents recognise that values and virtues are authentically part of the way you work, both as an institution and a place of formation of the young**



Do you consult with parents and carers about this, and check back with them about what they think? What mechanisms for communication do you exploit in order to show them your commitment to this: Website/newsletters/events/specific consultations, local media etc..?

Evidence: