



GOVERNORS' SCHOOL VISITS POLICY

Purpose

The purpose of this policy is to provide a framework for governors to make focused visits to schools so that they can build an effective working relationship with the staff and understand better the context in which they can work.

They will observe the policies being implemented on a day to day basis and will try to measure the impact. Their findings should help the whole governing body and its committees to make better informed judgements about the progress being made towards the targets in the school improvement plan.

They will provide valuable evidence to help the governing body to recognise and celebrate the efforts and successes of pupils and staff as well as to identify further areas of development.

It is not about making judgements on the quality of teaching; that is the head teacher's responsibility. Nor is it about checking on progress of individual children or pursuing personal agendas. The purpose of the visit should be previously agreed by the link governor with the head, who will liaise with the relevant member of staff.

Other relevant policies

The focus of a visit could be on any other policy in place in the school, e.g. teaching and learning, marking, assessment, behaviour, collective worship, race equality etc.

Roles & Responsibilities of Head Teacher, Other Staff, Governors

The governor will with the agreement of the head teacher and staff organize a schedule of visits throughout the year. The aim will be to ensure that every governor makes at least one visit each year. It will identify the areas of the curriculum, policies, and SIP targets to be covered each term.

Individual governors will take responsibility for a particular area and will work with coordinators to identify priorities to be observed on the visit. They will prepare by reading and relevant documentation, guidance etc.

Please see attached form for recording governors' specialities.

When organizing and conducting a visit they will be courteous and considerate at all times respecting the professional roles of the head teacher and staff. They will confirm the date and timing of a visit at least one week in advance and discuss the focus of the visit with the appropriate member(s) of staff.

At the end of each visit, the governor will agree with the staff involved, the key points to be reported back to the head and Chair of governors and how and when that will happen.

Please see attached a school visits form for recording information.

Box 1 and 2 to be completed with the staff prior to the visit.

Box 3 to be completed by the governor during the visit.

