

Policy for Governor Visits to School

Context

Undertaking visits demonstrates the role of the Governing Body in the strategic management of the school and its commitment to monitoring progress and attainment. Governors can also learn a great deal from visits to school. However, Governors are not inspectors and it is not our role to assess the quality or method of teaching, or the extent of learning. Visits will generally relate to the roles designated to governors under the Leadership of Learning programme and/or be clearly linked to a particular aspect of the School Improvement Plan (SIP).

Visits enable Governors to:

- See the school at work and observe the range of attitudes, behaviour and achievements
- Get to know staff and demonstrate our commitment to the school
- Give active support to the staff and the activities of the school
- Be aware of the effect of change and different approaches to teaching and learning
- Evaluate resources and discuss further requirements with staff
- Gain first-hand information to assist with policy making and decision taking
- Work in partnership with staff
- Celebrate successes achieved by our school, its staff and children

Before making a visit, Governors will:

- Agree a date, time and focus for the visit with the Headteacher/Subject Lead
- Clarify the expectations for the visit and plan which classes will be visited
- Draw up a timetable for the visit with the Headteacher/Subject Lead; the Headteacher/Subject Lead will ensure that all staff are aware of the visit, its purpose and the expectations to be met

On the day of a visit, Governors will:

- Arrive on time and clarify the timetable with the Headteacher/Subject Lead
- Act as an observer and only participate in the class at the invitation of the teacher
- Respect the professionalism of the teacher, supporting but not interfering

After a visit, Governors will:

- Remember to thank staff and children
- Complete the Governor Visit Proforma, reporting on the focus. The completed form should be e-mailed to the Headteacher for subsequent circulation to the Governing Body and Subject Lead
- Governors must report without giving opinions and where possible individuals should not be identified.

Visits are not about:

- Inspection or making judgements about the professional expertise of a teacher
- Checking on our own children
- Pursuing a personal agenda

It is important that Governors respect staff and children, support the Headteacher and remember that they represent the full Governing Body. If the agreed principles and procedures are followed, visits will be a worthwhile experience for all involved, and will result in effective monitoring by the Governing Body, which will in turn contribute to school improvement and the effectiveness of the Governing Body.