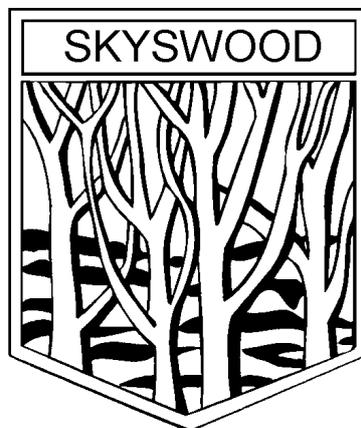


Skyswood Primary & Nursery School

Governor Visits Policy



March 2020

Review Date – March 2022

General Points

The purpose of governor visits may be wide and varied, but many will encompass some of the following points.

Governor visits are made in order to:

- Monitor progress against key priorities identified within the School Improvement Plan
- Recognise and celebrate success
- Develop professional relationships with the staff
- Listen to pupil voice
- Understand the environment in which teachers and other staff work
- See policies and schemes of work in action
- Inform decision making
- Find out what resources are needed and prioritise them

Governor visits are **not** about:

- Making judgements about the professional expertise of the teacher
- Making judgements about the quality of teaching
- Checking on the progress of ones' own children
- Pursuing personal agendas
- Monopolising teachers' time

IT IS PARTICULARLY IMPORTANT FOR GOVERNORS TO REMEMBER THAT WHAT THEY SEE AND HEAR IN SCHOOL MUST BE TREATED ON A STRICTLY CONFIDENTIAL BASIS.

Your First Visit to School in your Governor Role

This should be on the basis of introducing yourself to members of the school community. Your focus will be to develop professional relationships with staff and children whilst familiarising yourself with the school's routines and layout.

Subsequent Visits to School

Over the course of an academic year there will be three governor visit days, one per term. These will be co-ordinated by the School Improvement Committee and the focus will be decided with reference to the School Improvement Plan. Clearly, with varied outside commitments, not everyone will be able to do this but a minimum of one visit a year from each governor would help to share the workload.

During the Visit

1. Upon arrival, sign in at the school office, collect your governor identification badge and meet in the staffroom. If you are staying over the lunch period and would like a school lunch, please order this on arrival.
2. You will be taken to the class that you are visiting (if appropriate). When visiting classes, it is best if parent governors avoid their own child's class as this can be a distraction for the child.
3. Do not bring a clipboard. A small notebook is acceptable but do ask if anyone minds you making notes. Be prepared to share these with those involved.

In the Classroom

1. Be led by the teacher.
2. Adopt positive body language and a friendly demeanour.
3. When the teaching part of the lesson is complete and the children are working independently, do take the opportunity to move around and ask them about their work. At this point it may be appropriate to note any questions to ask the teacher later.
4. Remember the teacher's priority is always the children.
5. If you see anything you do not understand, do not jump to conclusions; ask the teacher about it afterwards.

At the End of the Governor Visit Day

There will an opportunity for governors to get together and feedback with key members of staff.

Please remember to sign out with the school office and return your governor identification badge as you leave the premises.