

REDLANDS PRIMARY SCHOOL

GOVERNOR VISITS POLICY

(RECOMMENDED)

Introduction

We, as governors, have a statutory responsibility to monitor and evaluate the effectiveness of the school and its curriculum. This is to enable us to fulfil our roles of challenging and supporting the school, providing a strategic view and ensuring accountability.

The strength of the governing body lies in the collective knowledge, experience and expertise of its members. Ideally, governors should visit the school regularly to demonstrate to the staff that they take their responsibilities seriously and are genuinely interested in the life of the school.

Through our programme of individual governor visits to Redlands Primary School, we aim to:

- Improve governor knowledge of the ethos of the school and awareness of the work of the curriculum
- Assist the whole governing body to fulfil its statutory roles especially with regard to British Values and the need to carry out Prevent duties as and when necessary
- Assess the effectiveness of the current School Improvement Plan
- Improve governor understanding of the needs of the school and the priorities for the future School Improvement Plan
- Improve governor links with staff, pupils and parents
- Help governors to be better able to support the school community
- Highlight the need for particular resources

Timetable of visits

- ✓ All governors to visit at least once a year during the working day
- ✓ All new governors to be offered an introductory visit soon after their appointment to the governing body as part of their introductory programme
- ✓ Governors will be welcome to visit the school on many occasions during the school year taking into account the needs of all concerned and the appropriate timing of visits
- ✓ Specific invitations may be sent for some occasions
- ✓ All visits to be planned in advance after liaison with the Headteacher

- ✓ Governors to receive copies of all parent newsletters
- ✓ Governors with a special focus eg. SEN, More Able should ensure they visit at least once per term

Focus of visits

Visits will focus on aspects of the School Improvement Plan, areas about which governors wish to inform themselves and on carrying out the work of the governing body.

What governor visits are NOT about;

- ✗ Making judgements about the quality of teaching
- ✗ Checking on the progress of their own children
- ✗ Pursuing personal agendas
- ✗ Monopolising the teachers' time
- ✗ Arriving with inflexible preconceived ideas
- ✗ Interrupting, giving ideas or suggestions during teaching time

“When an individual governor goes into school it isn’t to inspect or to judge, but only to learn.”

Format for visits

- There will be an initial discussion with the Headteacher or Deputy to discuss arrangements for the visit.
- Most visits take place in the classroom and staff will have been informed of the date and purpose of the visit. This will have enabled them to prepare any information related to the focus of the visit and to set up a programme for the governor. This might include;
 - Supporting a group of children on a set task
 - Informal observation of children at work
 - Opportunities to speak to children on their work in progress
 - Opportunities for observing displays of work in the classroom which show progress over time
- Governors will be expected to be present at the beginning of a lesson to enable the teacher to introduce them to the class and explain the reason for their presence.
- Governors should be aware of the confidentiality of what they see and hear.
- Governors should be discreet so as not to disrupt the lesson in progress.

The follow-up

- A meeting with the Headteacher or Deputy to review the visit and discuss any queries if necessary.
- Governors to fill in a report for the governing body (see attached).
- Feed back to governing body in main governing body meeting (to be included on the agenda).
- Staff and governors to give opinions on the effectiveness and success of these visits.

Responsibility for this policy: Chair of Governors, Mr Wilf Phillips

Date Agreed: 20 May 2010

Date Reviewed: 21st June 2016

Date for Next Review: June 2019

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GOVERNOR VISIT REPORT

Name of Governor	
Date and Time of visit	
Class/staff visited	

Objectives of the visit as agreed in advance:

1.

2.

3.

Brief notes

Any questions for staff/governors