



West Winch Primary School

Governor Visits Policy 2017

Context

One of the key roles and responsibilities for the Governing Body is to monitor the progress and performance of the school. Undertaking visits demonstrates the Governors' role in the strategic management of the school by helping to hold the school to account and evaluate its progress.

The Governors visiting programme is an integral part of the school's yearly monitoring calendar. At the Governing Body meeting held at the start of the academic year, Governors are agreed with specific year group responsibility. Each Governor is encouraged to make at least one visit per term during school time, with an agreed focus for each term.

Visits enable Governors to:

- See the school at work and observe the range of attitudes, behaviour and achievements.
- Get to know the staff and demonstrate their 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 with staff further requirements.
- Gain first hand information to assist with policy making and decision taking.
- Work in partnership with the staff.

Before making a visit Governors will:

- Contact the class teacher and agree a date and time for the visit.

On the day of the visit the Governor will remember to:

- Arrive on time and sign in at the main entrance.
- Make contact with the class teacher and discuss the format of the visit in brief.
- 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.
- Be calm and enjoy the visit.

After the visit the Governor will:

- Remember to thank the teachers and children.
- Complete the Governor 'visit proforma' and arrange to meet with Headteacher/Deputy if urgent.
- Governors must report without giving opinions and where possible individuals should not be identified.

It is important to remember that visits are a snapshot in time, and judgements should not be made arbitrarily.

The visit is not about:

- Inspection.
- Making judgements about the professional expertise of the teacher.
- Checking on your own children.
- Pursuing a personal agenda.
- Arriving with inflexible pre-conceived ideas.

Governors are an important part of the school team and are welcomed into the school by staff. It is important that Governors remember to respect the professionals and the children, support the Headteacher and the staff, and acknowledge that they represent the full Governing Body. If the agreed principles and procedures are followed then Governor Visits will be an enjoyable experience for all involved, and will result in effective monitoring by the Governing Body, which will contribute to school improvement.

Adopted: Autumn 2017

Review: Autumn 2020

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Heather Habbin - Chair of Governing Body