



The Collaboration Of Middleham CE VA And Spennithorne CE Primary Schools

Governors School Visits Policy

Background

The Governing Body has appointed link governors to act as the liaison between the governing body and specific subject/curriculum areas or aspect of the work of the school. The role of a link governor is as a source of support to the school and a source of information for the governing body. An integral part of the link governor role is to visit the school and view lessons in particular subject/curriculum areas and to learn about the general running of the school.

It is important that visits are conducted in an appropriate way and the purpose of this policy is to provide a framework for visits with the following objectives:

- To enable all participants to make the most effective use of the visit;
- To help the school community to get to know the governors;
- To ensure that visits are conducted properly;
- To contribute to school improvement;
- To enable the Governing Body to carry out its statutory duty to monitor and evaluate the work of the school.

Format of visit

- a) The Governing Body, acting in consultation with the headteacher, will approve a schedule of governor visits to take place throughout the school year.
- b) Each visit will have a clear focus or be linked to a particular subject/curriculum area;
- c) It is the responsibility of the visiting governor to arrange the date and time of their visit with the headteacher at least two school weeks in advance and agree the purpose of the visit;
- d) At least one school week in advance, the headteacher will notify all appropriate staff of the date, time and purpose of the visit and arrange for any relevant information to be available for the visit;
- e) Governors visiting the school to observe lessons shall be present at the beginning of the lesson to:
 - Enable the governor to be introduced to pupils and explain the purpose of the visit;
 - Avoid disruption to lessons.

Aspects for consideration during the visit (as listed in the monitoring guideline booklet)

- ✓ General ethos and atmosphere of the area/s visited;
- ✓ Attractiveness or otherwise of the area/s visited;
- ✓ Availability of resources;
- ✓ Health and Safety (where appropriate)
- ✓ Pupil/Student behaviour and attitudes;
- ✓ Pupil/Student engagement in lessons;
- ✓ Relationships observed.
- ✓ Deployment of staff
- ✓ Health and safety
- ✓ Information – schemes of work, lesson planning.

Responsibilities of visiting Governors and Staff

