LEMINGTON RIVERSIDE PRIMARY SCHOOL

GOVERNOR VISIT POLICY 2022/2023

Introduction

Visits to school by members of the Governing Body are important for a number of reasons. They enable us:

- ✓ To see the school in action and observe pupils and staff at work so that we have a clearer knowledge about the work and organisation of the school and are up to date with developments.
- ✓ To become known to pupils and staff, to offer support and build up relationships of mutual respect.
- ✓ To assess the extent to which pupils are in a secure and happy environment in which they have equal opportunities to thrive and develop.
- ✓ To evaluate the suitability of resources and the school environment.
- ✓ To gather information to assist decisions we make.
- ✓ To confirm that we are fulfilling our statutory obligations.

The Purpose of Visits

Our visits to school are an opportunity for us to lean more about the school. All visits need a clear purpose and this should be agreed in advance. Governors are not inspectors and it is not our job to assess the professional competence of individual teachers. Visits may take the form of going into lessons, taking part in special occasions, looking at pupils' work, book scrutinies or meeting with selected groups of staff or pupils or individual members of staff with specific responsibilities.

The Conduct of Visits

Do:

- Negotiate a mutually convenient time to visit
- Be polite, tactful and sensitive and thank the staff and children at the end of the visit
- Give praise where it is due
- Keep an open mind and remember that you are seeing a small snapshot of time
- Make a point of listening rather than talking
- Discuss any concerns the visit may raise with the head teacher and Chair of Governors
- Avoid stressful periods such as SATs, the first and last weeks of term, Ofsted inspection unless you have been specifically asked to attend.
- Avoid getting drawn into any discussion on personal or general staff grievances

- Try to visit at different times of the day, week and term.

Don't:

- Go in like an inspector
- Sit at the back writing notes
- Go in unannounced
- Interfere with the organisation of the class
- Make promises to the staff on behalf of the governing body

After the Visit

Complete the Governor Visit Report form as soon as possible and send copies to the Chair of Governors, Head Teacher and staff within 2 weeks of the visit.

Your report will be discussed at the next full Governing Body meeting and you should be prepared to answer questions on it.

Approved by the Finance & Staffing Committee: **September 2022**

To be reviewed: **September 2023**