



Ranvilles Junior School Policy for Governor Visits to School

1. ACCESSIBILITY

This policy is available in large print or Braille. Please contact the school office who will be happy to arrange this for you.

2. PURPOSE OF POLICY

The purpose of this policy is to set out the requirements for Governors when visiting school during the school day.

3. APPROVAL

Approval date: 14 January 2016

Approver signature: Matt Burton

Approver position: Curriculum Chair

Date for next review: January 2019



4. INTRODUCTION

Visits to the school clearly play an important part in broadening and deepening all governors' understanding of the school. Governors are accountable for ensuring the school provides high standards of educational achievement, as well as ensuring a happy and fulfilling environment where all are valued. The Governing Body works best when all its members make a significant contribution to discussion and decision-making.

5. REFERENCES

None.

6. AIMS

To support and challenge strategic direction through analysis and evaluation of actions in partnership with the Headteacher.

- For all governors to visit the school at least once a year during the school's working day.
- Newly appointed Governors are to undertake a visit as part of their induction.
- To enable Governors to fulfil their statutory duties.
- To provide an opportunity for Governors to see the learning process in action.
- To create a culture of partnership between staff, pupils, parents and governors.
- To recognise and celebrate success.
- To improve Governor knowledge of the ethos of the school and day-to-day routines.

7. PROCEDURES FOR VISITS

- Contact the school office to agree a propose day/time for the visit.
- On arrival sign in with the office.
- If attending any lessons, thank the class and teacher and share observations with the teacher
- Ask questions to clarify your understanding if you have seen anything that you are unsure about
- Prior to departure, review the visit briefly with the Headteacher and sign out from reception



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- Fill in an Observation Form (if appropriate) and brief the Governing Body at next meeting

7.1 Follow-up

Brief holistic reports will be shared appropriately and filed for reference. Visits will be “tabled” at meetings to facilitate strategic discussion evaluation and direction.

7.2 Advice to ensure a successful visit

- Be aware of the confidentiality of what you see and hear
- Be discreet so as not to disrupt the lesson in progress
- Join in if asked/encouraged to do so

8. APPENDICES

Appendix 1: Observation form



Link to the STARS - Evaluation

Safe: How are learners valued, included, respected and developed to be secure?

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Talents & Interests: How effectively are talents and interests fostered?

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Achieve & Learn: Do learners make the progress they are capable of through learning provision provided?

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Rights Respect & Responsibilities: How are rights valued, respect demonstrated and responsibilities developed?

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Skills for Getting Along: How well do learners collaboratively explore, learn together and respect each other?

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Key points to feedback to member of staff and governing body (to include thanks)