



This policy is currently under review

Visiting Policy for Governors

What is the value of Governors making school visits?

A school visit allows you to:

1. Observe the range of attitudes, behaviour and achievement of the pupils.
2. Understand the views and values of the staff and the pupils.
3. Gain first hand knowledge to assist the Local Management Board in policy making and decision taking.
4. Make yourself known to the school and it demonstrates your commitment to the school.
5. Evaluate the resources and the environment of the school.
6. Observe the day to day operation and implementation of policy of the school.
7. Give active support to the school.
8. Be aware of the different approaches to both teaching and learning.
9. Demonstrate being a critical friend of the school.
10. Hold the school to account, and evaluate its progress.

Arranging and Planning Your Visit to School

Please agree a mutually acceptable date and time with the Headteacher. Ensure that you know:

1. Time of arrival
2. Time of departure
3. Who you will be seeing
4. The purpose of your visit
5. What you hope to gain from the visit

All Governors should attempt to make at least one visit each year during school time.

Recording Your Visit

1. A Visit Evaluation Form should be completed and given to the Headteacher.
2. It will be stored in the Governors' Visits Folder.

Your Conclusions

1. Be supportive of the Headteacher and the staff.
2. Be constructive and helpful.
3. Ask questions: What? Why? How? Where?
4. Remember to respect the professionalism of the staff and the rights of the children.
5. Remember that you are representing the LMB and that you are a guest of the school. Please thank staff.

Chair of Governors.....

Headteacher.....

Approval Date.....

To be reviewed annually

**ST THOMAS MORE PRIMARY
VISIT EVALUATION SHEET**

Area of focus during visit:

Positive Observations

Points for Clarification

Conclusions

Name of Governor

Date of visit Time

Documentation seen (if applicable)

Please complete and return to the Headteacher as soon as possible after the visit. The Headteacher will discuss the observations made by the governor with the subject leader and will table the form at the next LMB meeting.