

Governor Visits Policy

NOVEMBER 2012

Governors visit school for a number of reasons:

- Governing Body and Committee Meetings
- SEF walks
- Training
- School functions
- Helping in school
- Meeting with their link class

More formal visits can help to:

- Develop a greater understanding of the functions of the school.
- Build up relationships with staff and pupils, understanding their views and values.
- Gain first hand information in respect of the implementation of the National Curriculum, School Self Evaluation and School Development Plan etc.

Each Governor has a class link, and regular visits and communication with their class is encouraged. Class teams are also encouraged to get to know their link Governor, so that they have a familiar person on the Governing Body to go to if they have questions or concerns.

In order to establish good practice the following points should be considered:

1. The date and time should be agreed between the visiting Governor and the staff involved, and this time and date should be entered onto the Bettridge calendar.
2. Governors are encouraged to ask questions, but this should not be done in lessons or in front of pupils. It is important to set aside time after the lesson or some other pre-arranged time for questions.
3. Governors are requested to complete a 'Governor visit' form (Appendix 1) after the visit and return it to the Clerk of Governors, who will forward a copy to the Headteacher.
4. Feedback from visits should be given during either Committee Meetings or full Governor Meetings as appropriate.