



School Standards Board Governors' Visits Policy

FLOREAT WANDSWORTH PRIMARY SCHOOL



Contents

1. Mission Statement	2
2. Purpose of Policy Statement	2
3. Who, why and how often?	3
4. How to conduct a visit.....	3
5. Governor visit protocol	3
6. Confidentiality	4

1. Mission Statement

We will enable children to flourish in school by giving them a knowledge-rich academic education and developing their character strengths and virtues. Our pupils will learn how to work hard and study well, and also to be good and to do good for others. This will set them up for a future of success and wellbeing, whatever they choose to do in their lives.

2. Purpose of Policy Statement

The School Standards Board (SSB) has a statutory responsibility to promote high standards at their school, and must monitor and evaluate its effectiveness in this respect. Visits are one important way this can be achieved. The SSB is a corporate body and every Governor visits as a representative member of that body and not as an individual. An effective partnership between Governors and staff, based on mutual understanding, benefits the whole community.

This policy provides an agreed framework within which Governors should plan and carry out their school visits. Visits are an important way for Governors to:

- support the school’s work and see evidence of policies
- show to staff, students, parents/carers and the community that they are interested in the life, work and achievements of the school
- carry out their strategic monitoring role by increasing their understanding of the teaching and learning process
- understand the strengths and weaknesses of the school and develop informed questions for SSB meetings.
- see how budgeted resources are being used to deliver high standards of achievement.

3. Who, why and how often?

It may not be possible for every Governor to be available to visit the school while lessons are taking place; this will depend on personal and work commitments. However, all Governors should undertake some visits, the frequency and type of which will vary according to their availability and role. Visits are welcomed by the Headteacher and might, for example, include school productions, virtual visits and parent/carer evenings. Whatever the focus of a visit, it should in some way increase the collective knowledge and understanding of the whole SSB.

4. How to conduct a visit

A Governor's visit should generally be to meet the member of staff responsible for a particular subject or area of school life, look at development plans and relevant policies and where possible agree the timing of visits for the rest of the academic year. The rest of the visits in the year could include review of development plans, and visiting classrooms. Visits should also include a discussion with the subject leader of standards of achievement in the subject in relation to the department and school targets and of the targets to be set for the next academic year.

If the visit includes observing a lesson it may be less disruptive to combine this with meeting a senior or middle leader. It should be clear that the purpose of a classroom visit is to enhance the Governor's understanding of the subject and how children learn and is not about judging the teacher. The following procedure for arranging and conducting a visit has been discussed and agreed by Governors and staff, and should be followed.

5. Governor visit protocol

- All visits will be arranged with the Headteacher / Head of Department
- All visits will have a clear focus
- Visits will be arranged at a mutually convenient time, usually in the school day
- Staff will be informed that SSB members are visiting
- SSB members will arrive at school at the time agreed and sign in
- If either the staff or SSB member is not able to meet at the agreed time contact must be made as soon as possible
- In most cases, a staff member will be with the SSB member visiting to help the SSB member see the aspect of the agreed visit
- SSB members may speak with children / pupils but will not disrupt any learning
- SSB members will thank all staff
- SSB members will write relevant information about the visit ensuring no children/pupils/staff are named
- The SSB member will meet briefly with the Headteacher / Head of Department at the end of the visit (if they are available)

- The write up will be sent to the Headteacher / Head of Department and member(s) of staff seen during a visit to ensure it is factually correct
- The write up will be sent to the SSB for information
- Any relevant information requiring discussion or action will be raised at the next SSB meeting

6. Confidentiality

Governors must remember that what they see and hear should remain confidential within the school, and once published, to the SSB.