

SOUTH DARLEY C.E.
PRIMARY SCHOOL



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SOUTH DARLEY C of E PRIMARY SCHOOL

GOVERNORS PROTOCOLS FOR VISITS TO CLASSROOMS

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| Person/Committee responsible for reviewing/updating this plan | Full Governing Body |
| Policy Number | PN349 |
| Date First Issued | 23.09.19 |
| Date of Next Review | Term 1 2024 |

| Date of Review | Governors Meeting Reference Number | Approved by name | Comments |
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| 23.09.19 | FGB230920199.7 | K DEAN | |
| 12.10.20 | FGB12102020 | K Dean | |
| 11.10.21 | FGB11102021.10.7 | K Dean | |
| 26.09.22 | FGB26092022.9.7 | E Wood | |
| 18.09.23 | FGB18092023.8.7 | E Wood | |
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GOVERNORS' PROTOCOLS FOR VISITS TO CLASSROOMS

- 1 The aims of the visiting Governor programme at South Darley CE Primary School are:
 - to enable governors to develop a greater understanding of the way the school operates and therefore constructively challenge and support its leaders
 - to observe how the vision, ethos and strategic direction of the school translate in the working environment
 - to establish good working relationships between governors, staff and pupils
 - to contribute to the governing body's monitoring role and help make informed decisions

Governors do not undertake lesson observations but visit classrooms to understand the working of the school.

- 2 Visits must be arranged in consultation and agreement with the headteacher and staff concerned.
- 3 All visits will be part of a planned programme linked to the School Improvement Plan, and the purpose and scope of each visit will be agreed in advance.
- 4 The pupils will be informed of who the visitor is, and what they can expect them to do.
- 5 Each visit will start with a meeting with the headteacher or nominated representative to ensure any last minute changes to the arrangements are discussed. **Confidentiality will be adhered to.**
- 6 The school will provide visiting governors with relevant information before the visit.
- 7 Any points arising from the visit will be discussed with the headteacher at a mutually convenient time.
- 8 Feedback on the visit to the Governing Body will be in accordance with agreed protocols and school policies. The content of any written report will be checked **with the headteacher** to ensure that **feedback does not contain evaluative or judgmental comments about the quality of teaching and learning. The report should also be circulated to staff.**
- 9 Governors should have access to information about performance progression data, Ofsted information and the information should reference preparation work to be undertaken by the governor undertaking the learning walk at least a week before any planned learning walk.

School Visit Record

(This may be used as part of the evidence of Governors fulfilling their role for the purposes of Ofsted)

Governors do not undertake lesson observations but visit classrooms to understand the working of the school. Feedback must not contain evaluative or judgmental comments about the quality of teaching and learning. This is not the purpose of any visit to school.

Name of Governor:

Date of visit:

Purpose of visit

Previously agreed by the governing body with the Headteacher

Links with the School Improvement Plan

How does the visit relate to a priority in the School Improvement Plan?

Governor comments

e.g. Was the purpose of the visit achieved? What did you learn? How long did the visit last?

Points for clarification

Any key points arising for the governing body

e.g. The way resources are allocated, progress in implementing a key policy.

Action following governing body meeting

Record any action agreed by the governing body with regard to this visit

Signature of Governor:

Date:

Revised October 2015