



St Faith's



Church of England
Infant and Nursery School



"Our inclusive St Faith's family strives to enable all to achieve their full potential and inspire a community of hope and friendship.

We seek excellence by ensuring a safe, respectful and flourishing learning community, where differences are celebrated and our genuine love and high expectations make a difference to all."

Oscar Romero "Aspire not to have more, but to be more."

Governor Monitoring Visit Policy

Aims

School visits by members of the governing body are a key component to being an effective school governor and have benefits to both governors and staff.

Benefits to governors

- To recognise and celebrate success
- To develop relationships with the staff
- To get to know the children
- To recognise different teaching styles
- To understand the environment in which teachers and other staff work
- To see policies and schemes of work in action
- To inform decision making
- To find out what resources are needed and prioritise them

Benefits to staff

- To help governors understand the reality of the classroom
- To get to know the governors
- To understand better the governors' roles and responsibilities
- To have an opportunity to reflect on practice through discussion
- To have the opportunity to share expertise
- To highlight the need for particular resources

Guidelines

It is important to remember that visits are a snapshot in time, and judgments should not be made arbitrarily. The visit is not about:-

- Inspection
- Making judgments about the professional expertise of the teacher
- Checking on your own children
- Pursuing a personal agenda
- Arriving with inflexible pre-conceived ideas

In order to undertake their role objectively, ideally, governors will not monitor classes containing their own children nor will they begin monitoring until they have received suitable training as part of their induction course.

Governors are an important part of the school team and are welcomed into the school by staff. It is important that governors remember to respect the professionals and the children, support the Headteacher and the staff, and acknowledge that they represent the full Governing Body. As such, all governors must observe complete confidentiality, as specified in the Code of Conduct.

In advance of the visit:

Plan the visit to ensure that you are clear about its purpose e.g.:

- To gain background information and get to know the school or class or year group
- To develop relationships with the staff
- To monitor a specific age group, subject area or activity
- To look at school premises to find out what resources are needed
- To inform decision making
- To monitor how a particular policy or procedure is carried out
- To carry out Health and Safety reviews and monitor school practices.

What to look for on a visit?

What a governor will look for on a visit will be dependent on the nature of the visit. Being in and around the school during the school day will also allow you to review other possible areas for focus, for example:

- How do the pupils react to the presence of the teacher, Headteacher or yourself?
- How friendly and relaxed are the pupils?
- How interested are the pupils in their work?
- Do the pupils have an understanding of what they are doing?
- How well behaved and courteous are the pupils?
- In what ways does the school provide a varied and interesting environment?
- How are the needs of all the pupils being met equally?
- Do pupils work in a group or individually on a particular task?

Specific questions relating to each visit will be provided ahead of the visit - Governors may choose to ask more than the pre-set questions to determine the outcome of their visit.

Written feedback report

A written report should be written by the Governor conducting the monitoring visit on each occasion. This report helps to focus on what was actually learnt about the school and to pass this information on to the governing body. This report will form part of the governors monitoring role, therefore it should contain statements of fact on what was observed or what was not observed. It should contain information to assist decision-making and evaluation by the whole governing body e.g. when reviewing the impact of a particular policy. It may be appropriate to give some recommendations. Please remember that the Headteacher is responsible for ensuring the quality of teaching, and only teachers with several years' experience are qualified to make professional judgments when observing lessons.

Reports should be no longer than a page; they should be informative, to the point and should not include any pupil names. The report should set out the objectives for the visit and indicate how well or otherwise they were met. A copy of the report should be sent to the Headteacher and Clerk.

Level of commitment

Governors are welcomed into school to meet up with staff, gain information and produce a report following this. The Governor Monitoring Timetable is a standard agenda item at Full Governor Body Meetings and the frequency of visits, who will be conducting them and a review of recent visit reports is determined at the meeting.

Informal ways of getting to know the school

Governors are actively encouraged to participate in the life of the school and are always welcome to attend school events, class and whole school worships, Christmas productions etc. the dates of which are published regularly in the school newsletter and sent out to all governors. These visits are about contributing to the life of the school rather than undertaking monitoring and so are not included in this policy.

This policy has been introduced as our Governing Body play a key role in the leadership and management of the School. Individual Governors should not be deterred from playing their full part because of incidental costs.

Monitoring and review

The Full Governing Body will monitor this policy.

Approved by the governing body on:-	May 2022
Signed (Chair of Governors)	Robert Parker
Signed (Deputy Headteacher)	Lisa Wright
Review Date	May 2024