

St John's Catholic Primary School



Governors Visits into school Policy and Guidelines

“I am the vine and you are the branches.”

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Rationale

The Governing Body at St John's Catholic School has a responsibility to keep in touch with what is happening both within the school and in the classroom. Although their role is strategic, it is important that they have some understanding of the practicalities of the job. Meeting children, talking to staff and seeing lessons underway will help members of the Governing Body to understand some of the issues they are required to discuss and make decisions about with greater clarity.

Objectives

The Governing Body aim to:

- Inform their decision-making by having visited at least one lesson during the year and visiting the school on a regular basis to carry out 'learning walks'.
- Be aware of the feelings of members of staff and the issues they face by having had a more lengthy discussion with at least one member of staff during the year.
- Read and keep up-to-date with school newsletters and other documentation.

Roles and Responsibilities

We believe it is important that Governors take an interest in the work of the school as a whole, which is achieved by Governors carrying out regular 'learning walks' around the school; attending key events such as assemblies, school visits, and parents evenings; discussions with relevant staff to gain information on areas of interest and specialist approaches.

Benefits of School and Class Visits

Closer links between Governors and staff have potential benefits to both.

For Governors, these include:

- Greater understanding of school life and classroom practice.
- Opportunity to meet and learn more about the children.
- Opportunity to meet class staff and put faces to names.
- Seeing policies and schemes of work in action.
- Finding out what resources are being used and what are needed.
- Opportunity to reflect upon practice through discussions with staff.

For staff, these include:

- Opportunity to find out more about the role of the Governor.
- Having chance to illustrate theory and policy in practice.
- Opportunity to reflect upon practice through discussion.

Good Practice and Guidance

It is important for all parties to note that Governors visits are not a form of inspection and do not involve Governors making a judgement about teaching in any official capacity. That remains the responsibility of the Head Teacher and other educational professionals.

Governors will not be invited to visit their own child's class.

Circumstances in school may sometimes necessitate a change in arrangements and Governors should be sensitive and flexible in their expectations.

Please remember to always:

- ✓ Arrange details of visit.
- ✓ Agree purpose of the visit.
- ✓ Keep questions for the class staff until after the visit is over.
- ✓ Remember confidentiality.
- ✓ Stick to the times and purpose agreed.
- ✓ Be sensitive to the mood in the classroom.
- ✓ Complete the appropriate form after visiting class / school - Class Visit Form; Learning Walk Form; Discussion / Visits into School Form.

This policy will be reviewed every two years.

Date written: November 2017

Date approved by Governing Body:

Date presented to staff:

Date of review: