



Parwich Primary School

GOVERNORS' VISITS PROTOCOL

Review every two years

1. The aims of the visiting Governor programme at Parwich Primary School are:
 - to enable governors to develop a greater understanding of the way the school operates
 - to enable governors to become better informed about the school
 - to see the curriculum in action
 - the build-up of good relationships between governors and 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 children 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 to ensure any last minute changes to the arrangements are discussed. The Headteacher is free to change the arrangements if necessary, including postponing the visit. 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 in the first instance. The Headteacher will ensure time is available for a brief meeting with the visiting governor at the end of the visit.
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 as this is not the purpose of any visit to school. The report should also be circulated to staff.