



St Leonard's CE (A) First School

LINK GOVERNOR POLICY

Responsibility of:

Full Governing Body

Developed in consultation with:

Teaching staff

The Governing board

Adopted by the Governing Body:

February 2022

Date for review: February 2024

Date of last policy reviewed	Changes made
September 2017	Dates and names changed.
Sep 2019	No changes
Feb 2022	No changes

St. Leonard's CE (VA) First School



Policy for Link Governors

PURPOSE

The Governing board plays a central role in challenging and supporting the school to set a strong vision and providing the best educational experience we can for the children and parents in the parish that we serve.

The Governing board has a statutory responsibility to monitor and evaluate the effectiveness of the schools' curriculum, its Christian distinctiveness, the pupil's achievement and progress and their emotional and spiritual well-being. We believe at St Leonard's that visiting the school environment is one of the ways in which this can be achieved and can also help Governors to be an active part of the school family.

The Governing board assign Governors with particular skills to curriculum or monitoring focus areas such as SEN and child protection.

THE BENEFITS OF SCHOOL VISITS AND FIRST HAND OBSERVATIONS:

We believe that visiting the school environment is beneficial in helping the governors:

- Recognise and celebrate success within the school,
- Experience the school Christian ethos first hand
- Develop good relationships with staff,
- Get to know the pupils at the school,
- Understand the environment in which our teachers teach,
- See policies and schemes of work in action,
- Inform decision making,
- Find out what resources are needed and help set priorities for School Improvement Planning

SCHOOL VISITS AND FIRSTHAND OBSERVATIONS ARE NOT:

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- A form of inspection which makes judgments about the professional expertise of the teacher.
- An opportunity to pursue personal agendas or a chance to check the progress of one's own children.

PROTOCOLS OBSERVED

- Governors have read and agree to the code of conduct.
- Governors and staff will respect confidentiality arising from any aspect of the visit.
- Governors and staff will show mutual respect for each other's roles.
- The timing and purpose of the visit is agreed with the Headteacher.
- Governors will be escorted by the Headteacher on their first classroom visit.
- Where possible the visiting Governor is introduced to the children.
- During lessons the Governor follows class guidelines/rules and care is taken not to interrupt the teacher as the lesson progresses. Governors may be asked to join in with the lesson and this may take the form of working alongside a group of children within the classroom for a short period of time. If the pupil asks how to do something the Governor refers back to the teaching highlighted at the beginning of the lesson. Other strategies used include asking the child how they would find the solution themselves or to ask someone else in the group. Otherwise children are referred to the class teacher.
- Governors will not make judgements about the effectiveness of the teaching they observe.
- Time is taken to discuss the findings of the visit and the report sheet (Appendix A) is shared with the member of staff, Headteacher and governors.

PROGRAMME OF VISITS

A program of visits is set up by the Headteacher and Chair of Governors in line with the School Improvement Plan and each visit will have a clear focus. Thought is taken to spread the visits over the year, so as not to become too burdensome for Governors and Staff alike.

Link Governors are expected to carry out at least one visit to school each term. The format of these visits may be:

- To link with subject leaders
- Link Governor day visits
- Attendance at pupil progress meetings or relevant staff meetings
- Invitation to school events
- Involvement in training
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Governors should consider the following aspects during their visit:

- Outcomes and the evidence of 'impact' of school actions or strategy
- General ethos and atmosphere of the school
- Attractiveness or otherwise of areas visited
- Health and Safety
- Pupil behaviour and attitudes

- Pupil engagement in lessons

FEEDBACK

Once appropriate feedback has been agreed by the Headteacher the governor's report will be shared with all governors. Some evidence may be relevant for the Self-Evaluation Process. All notes made by the Governors on their visits must be handed to the Administrative Officer for filing in the Link Governor file in the school office. These notes must be completed within seven working days to allow prompt feedback to teaching staff by the Headteacher.

St. Leonard's CE (A) First School



Governor's Name:	Curriculum area visited:
Date and length of visit:	Person visited:
Format of visit:	
Purpose and objectives of visit - School Improvement Plan	
Brief description of visit outcomes	
Feedback:	
Following this visit what actions if any need to be taken?	

Proposed focus for next Link Governor Meeting (as agreed from this visit

Headteacher/ Member of staff comments:

Signature:

Date: