



Wicklewood Primary Governors Monitoring Policy

**Reviewed November 2014 by the Curriculum
Committee.**

Governor Monitoring Policy

Aims:

- To provide opportunities for governors to build relationships with staff and pupils;
- To allow governors to recognise and understand the work accomplished by staff and pupils;
- To provide information that will enhance and governors understanding of how the school works and thus enable informed decision making to raise standards.
- To establish good working relationships with subject leaders and the named governors for the relevant subjects

PROTOCOL FOR GOVERNORS' VISITS

1. Details of the date, time and agreed focus of visits to be available to staff at least one week in advance.
2. At the beginning of the visit, if appropriate, the governor and teacher should agree the governor's role.
3. Before and after the session, the governor should check their understanding of the activity. This will provide an opportunity for constructive dialogue and feedback.
4. In general, notes should not be taken during the OR if they are, they should be available to the teacher whose lesson they were taken in to look at
5. Governor monitoring sheets should be completed for every visit and shown to the appropriate member of staff for signature before being placed in the governors' monitoring file in the school office.
6. Governors should not discuss monitoring visits with anyone outside the staff and governing body of the school. Children's names should not be used.
7. Visits by governors responsible for particular subject areas may coincide with the head teacher's monitoring programme, but may also be arranged at other times.
8. Governors should be aware that their visits are not to monitor the quality of teaching, but to look at such aspects of the school as: curriculum design, learning environment, engagement with learning by the children, resources, new government initiatives.