



Batchwood School

make every day count

VISIT LOG

Date of Visit

Purpose of Visit

Things I Liked

Things I would like to explore further

Value of visiting

1. Observe the quality of teaching, learning and provision.
2. Identify the quality of attitudes and behaviour of the pupils
3. Understand the views and values of the staff and pupils.
4. Evaluate the resources and the environment of the school.
5. Gain first hand information to assist with the school improvement:-
 - a. Monitoring and evaluation
 - b. Policy making
 - c. Investment decisions.
6. Demonstrate commitment to the pupils, staff and school.
7. Evaluate the operation and impact of school policies
8. Give active support to the activities of the school.
9. Develop knowledge of different approaches to teaching and learning.

Value of a Policy

1. Demonstrate commitment to being a critical friend of the school
2. Hold the school to account, evaluating its progress.

Frequency of Visits

1. All Governors should endeavour to make at least one visit each year during school time.

Arranging and planning a visit.

1. Agree date and time with the school.
2. Clarify what you will do:-
 - a. Time of arrival
 - b. Time of departure
 - c. Who you will see.
3. Remember that you are representing the governing body and are a guest of the school.

Recording a visit

1. The record should be completed and a copy given to the Headteacher.
2. Governors should feedback to the governing body at the next meeting.

Conclusions

1. Be evaluative;
2. Be supportive;
3. Be objective;
4. Ask questions: "What; "Why: How: where?";
5. Beware of giving unsubstantiated opinions;
6. Remember that you represent the full governing body.