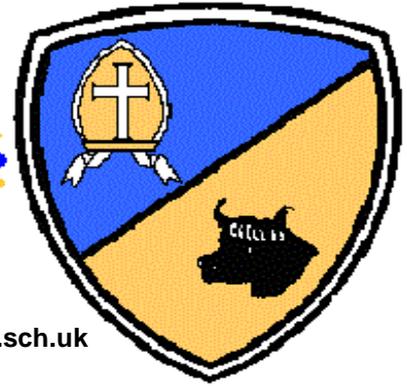


# ST. LUKE'S CHURCH OF ENGLAND PRIMARY SCHOOL



Church Lane  
Lowton  
Warrington  
WA3 2PW  
Headteacher Mr S Hardaker

**☎** 01942 201140  
**Fax** 01942 205048  
**web** <http://saintlukes.wigan.sch.uk/>  
**e-mail** [enquiries@admin.saintlukes.wigan.sch.uk](mailto:enquiries@admin.saintlukes.wigan.sch.uk)

## Policy on Governors in School

**Date of Policy:** 2014

**Review date:** 2017

### **1 Aims and objectives**

1.1 The school welcomes the governing body's active involvement in its life. Governors are encouraged to visit the school during the working day to:

- Advise the whole governing body on its fulfilment of its statutory role;
- meet with the headteacher, senior staff or LA officers;
- improve governor knowledge of the ethos of the school and awareness of the work in the curriculum;
- observe school policies in action;
- carry out specific responsibilities on behalf of the governing body, e.g. health and safety checks;
- observe classroom practice;
- develop governor links with staff, new staff, pupils and parents/carers;
- attend school functions;
- assist with understanding the effectiveness of the current School Improvement Plan (SIP);
- have an enhanced level of understanding of an aspect of the school's work so that the governing body as a whole has a deeper context for its decision-making and monitoring roles;
- assist the headteacher in staff selection, job descriptions, person specifications and interviews;
- highlight the needs for particular resources.

1.2 We recognise that the role of a governor on a school visit does not include making a qualitative judgement about a professional matter, i.e. the quality of teaching in individual lessons.

## **2 Timetable of visits**

2.1 We hope that all governors will be able to visit the school during the working day at least once a year.

2.2 We offer all prospective and new governors an introductory visit as soon as possible after their appointment.

2.3 We recognise that planning is essential if the governor's visit is to be of worth, and that professional courtesies are to be observed. Members of the governing body agree that visits will always be discussed and arranged through the headteacher. Staff will always be notified of the purpose of the visit in advance.

## **3 Visits to classrooms**

3.1 The school welcomes governors' presence in lessons. The school will prepare for such visits by providing visitors with information about the purpose of the lesson and suggestions for the role a governor might play.

3.2 The governing body recognises that no qualitative judgement about a professional matter, i.e. the quality of teaching in individual lessons, will be discussed with anyone other than the headteacher, or included in any subsequent report.

3.3 The governing body recognises that any information about any individually named pupil's attainment or progress should not form part of the visit or be communicated in any subsequent report.

3.4 Governors recognise that no comment about the lesson, its content or the pupils should be made within the hearing of any pupil.

3.5 Governors agree that visits to classrooms containing pupils from their own families should be avoided where possible.

## **4 Activities away from classrooms**

4.1 Individual governors are encouraged to gain a deeper understanding of the work of the school through links to specific subjects/key stages. Subject managers are given time within their work plans to discuss subject policies, strengths and weaknesses within the subjects including overall standards, and action plans for school improvement. Governors, for their part, are encouraged to report the main points to the Curriculum Committee.

4.2 Governors are encouraged to attend all events at which parents/carers are present. Any feedback should be discussed with the headteacher and reported to the governing body in such a way that no parent or carer can be identified.

4.3 Governors are welcome to attend and play a full part in staff professional development days. Governors planning to attend should inform the headteacher beforehand.

## **5      *Monitoring and review***

5.1      This policy will be discussed with staff and reviewed by the governing body every three years, or earlier if necessary.