

# Governor Visit Form

**How good is your school and how do you know?** All school governors should be able to answer this question and speak confidently about their school's strengths and areas for development.

At ALET, governor visits play a key role in developing this strategic insight to enable high quality support and challenge to take place.

**What governors do between meetings is every bit as important as what they do at meetings.**

Remember, governor visits should be planned in advance with the Headteacher.

<b>Name of Governor(s)</b>		<b>Date of Visit</b>	
<b>School</b>			
<b>Link Role</b>			
<b>Focus of visit</b> (list objectives and cross refer to school priorities if relevant)	1.		
	2.		
	3.		
<b>Summary of visit activities</b> (e.g. classrooms visited, staff you spoke to, documents referenced)			

<p><b>Summary of findings</b> (describe evidence to support findings)</p>	
<p><b>Outcomes of visit</b> (show impact or agreed outcomes)</p>	
<p><b>'Climate'</b> (note any observations around aspects unrelated to visit e.g. behaviour of students)</p>	
<p><b>Next steps</b> (e.g. actions or recommendations, matters to be referred to HT or Chair)</p>	
<p>Considerations for ALET Leadership Group in particular good practice examples of collaboration across the Trust.</p>	
<p><b>Comment from Headteacher and/or SLT member</b></p>	



Signed \_\_\_\_\_

(Governor)

Date \_\_\_\_\_

Signed \_\_\_\_\_

(Headteacher/Principal)

Date \_\_\_\_\_

**Please ensure completed form is returned to the Headteacher at school for filing with governor visit records.**