

St Godric's RC Primary School
Governor Visit Proforma



*Name:	*Date:
*Governor Responsibility Area:	Duration of visit:
*Type of visit: Formal (<i>Curriculum / HSE/ SEND/ Religious Foundation etc.</i>) Informal (<i>school trip, play, collective worship, sports day</i>)	
*Focus of visit: (<i>please refer to the School Improvement Plan, statutory requirements, RE and/or Foundation requirements etc.</i>)	
Staff member / classroom / area visited:	
Documentation reviewed in preparation , if appropriate: (<i>e.g. ASP, Governing Body minutes, SEF, data pack, and Policies etc.</i>)	
Summary of activity: (<i>e.g. observing classroom, talking to staff, pupils H & S monitoring, reading with children, school trips etc.</i>)	
Evidence Gathered: (<i>e.g. progress, class teacher discussion, work displays, pupil books, looking at resources</i>)	
Evaluation and impact (SO WHAT? – What difference are we making? What are we achieving?) School Improvement, Pupil Safety, Behaviour and Well-being, Partnership and Community Engagement. (<i>with reference to SIP, Pupil Premium, curriculum statutory requirements, school vision and values, policies etc</i>)	
Actions/Ideas for future visits/Questions/Issues for Governing Body:	

Governor's Signature _____ Head Teacher's Signature _____

Date taken to Governing Body _____

Comments/Actions from Governing Body: