



## Governor School Visits

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### **What is the purpose of the visit?**

What has prompted my decision to visit?  
Who has prompted my decision to visit?  
Is the reason specific or general?  
What are my/other people's expectations?  
How can my visit benefit the teacher?

### **How shall I carry it out?**

What particular areas of the school am I interested in?  
What particular activities am I interested in?  
What particular age-group(s) am I interested in?  
Are there any questions that can be answered by observation?  
What questions should I ask?  
Who should I ask?

### **Did I achieve my aim?**

To what extent did I address the reason for my visit?  
Which of my questions did I answer?  
To what extent did I fulfil my own/other people's expectations?  
What difficulties did I meet and why?

### **Is there any follow-up?**

Have I recorded my experiences?  
Did I 'report back' to the head and staff?  
Have I prepared a short report for the next governors' meeting?  
How can I build on this for the next visit?