

Governing Body Classroom Visits Policy

St Mary's Catholic Primary School



Reviewed: September 2026

Love, Listen and Learn

Mission Statement

St. Mary's school community follows the teachings of Jesus Christ, working together to develop the whole child, in a spiritual, moral, academic, physical, social and emotional way, within a caring and supportive environment.

Ethos

We recognise that there is a challenge in creating an enriching environment for all those involved at every level of school life. We take our lead and inspiration from Christ with regard to the Gospel values: the belief that all human beings are uniquely created and loved by God and worthy of respect. This challenge manifests itself in the way that we treat and value:

- Our relationships with each other and the wider community
- Our respect for one another
- Our welcome to and interest in all those who visit our school
- Discipline inspired by forgiveness, healing and reconciliation
- Our school environment

Through rising to this challenge, we aim to create an awareness of a sense of belonging to and being part of the life of St Mary's.

The Aims of our School

We will endeavour to create a Catholic Ethos in our school, which reflects the Gospel values, through the love, care and respect we show to each other, and to all who come to our school. We will teach the beliefs, traditions and practices of the Catholic Faith.

Through the prayer and worship in school we will try to be a living community of people celebrating their love for God and one another.

We believe the quality of the curriculum, with Religious Education at its core, is of prime importance and will focus on the development of the whole child. We will at all times try to make provision for children with special needs, so that all members of our school community achieve their potential.

We will help the children to develop an awareness of and respect for other religious and cultural backgrounds, as we believe this to be an essential preparation for adult life.

We believe that good communication between governors, staff, parents and children is important for the wellbeing of our school, and we will work in partnership with the wider community especially the home and parish in developing each child's potential.

The Aims for Each Child at St Mary's Catholic Primary School

- ◆ Whilst at St. Mary's School I will learn about being a Christian. I will experience the beliefs, traditions and practices of the Catholic Faith.
- ◆ I will achieve as much as I possibly can in each area of the National Curriculum.
- ◆ I will know how to learn and enjoy learning, and will view work in a positive and conscientious manner.
- ◆ I will co-operate and communicate with others effectively, independently and in a group, and try to win and lose graciously.
- ◆ I will tolerate and respect the religious beliefs, views and values of others, understand the need for good behaviour and moderate my behaviour accordingly. I will respect the belongings and property of others.
- ◆ If I have a problem I know I can find someone who will discuss it with me.
- ◆ I will try to learn from my mistakes and accept there is always room for improvement.
- ◆ I will share a sense of responsibility for my school, parish, local community and the wider environment.

PURPOSE

- To understand the environment and the reality of the classroom in which teachers teach.
- To develop relationships of trust between staff and governors – supporting teachers visibly.
- To get to know the children.
- To see policies and schemes of work in action.
- To recognise and celebrate success and to support by constructive questioning.
- To promote mutual respect and understanding of each others' roles.
- To promote personal contact between Governors, Staff and Children.
- To produce a more informed view – to lead to better decision making.
- To act as observers/researchers for the school and provide an overview in a focused area,
- To recognise and celebrate success.
- To be aware of the need for high quality resources for children and raise resourcing issues.
- To be aware/understand how teachers respond to individual needs.
- To show/demonstrate commitment and interest and provide a role model for parents.

WHAT IT IS NOT ABOUT

- Criticising or inspecting the quality of teaching.
- Checking on the progress of particular children.
- Undermining the teacher's authority.
- Arriving with pre-conceived ideas.
- Monopolising the teacher's time or interrupting the teaching.

PROTOCOLS TO BE OBSERVED

- Arrange details of visit – when/why – agreed focus in advance.
- Never arrive unannounced and with pre-conceived ideas and own agenda.
- Be aware of class rules and behaviour code.
- Show mutual respect between adults – maintain appropriate behaviour.
- Agree level of confidentiality and maintain confidentiality after visit.
- Do not be critical or judgmental.
- Do not make notes during visit.
- Thank the teacher and the children.

PROTOCOLS TO BE OBSERVED

	ALWAYS	NEVER
BEFORE	• Be open minded • Set the objectives of the visit and ensure lesson is appropriate • Decide on date, start/finish time • Try to let teacher know if arrangements change • Decide how the “visitor” will interact and in what capacity they are in the classroom • Discuss the context • Set the ground rules	• Arrive unannounced • Arrive with own or different agenda Arrive with pre-conceived ideas
DURING	• Keep to the agreed task • Be aware of class rules and behaviour code • Show mutual respect between adults Maintain appropriate behaviour	• Make notes • Interrupt the teacher of the lesson Be critical or judgmental • Encourage children to pursue other activities
AFTER	• Thank the teacher and children Maintain confidentiality • Adhere to agreed feedback protocol Value positive aspects	• Leave without a word • Break confidentiality

MINIMUM COMMITMENT

Each Subject Link Governor will aim to visit a class at least once each year.

RESPONSIBILITY FOR PROGRAMME OF VISITS

Governors will provide the Headteacher / School Office with dates and times of availability. The Headteacher will ensure that staff are aware of who their link governors are.

FEEDBACK TO GOVERNING BODY

Following the visit, Subject Link Governors will report to the full Governing Body on their experience.