



# St. George's School

## A Church of England Academy

### Governors' Protocol

#### Rationale:

Governors are playing an increasingly important role in monitoring aspects of school life and acting as an evaluative mechanism. Because of this crucial role Governors are coming into school more frequently. There are issues of child protection and confidentiality. There are also factors relating to the co-ordination of such visits and the work which accrues to senior staff and the enhanced burden of scrutiny which results for other colleagues. Similarly, all staff should work within a known and agreed protocol and be secure within it.

#### Procedures:

When carrying out monitoring/evaluation in school Governors should be aware that:

- They must sign in with the main reception and wear a name badge identifying them as Governors of the school.
- Visits to the school should be for defined purposes and be conducted through liaison with the Headteacher or Deputy Head. Ad hoc visits which interrupt ongoing work of senior staff or the learning environment for pupils are not appropriate.
- Evaluation will be of procedures/practice not of teaching or associate staff performance. If there are concerns about any issues around the professional conduct of teachers or associate staff this should be reported to the Headteacher in strictest confidence.
- There is an expectation of confidentiality and they should not share any information gleaned as the result of a visit. Reporting should be for defined purposes and in the format/style previously agreed with senior leadership. Statements directed at members of staff, other Governors or parents, for example of the kind "I just saw a terrible....." are a breach of privilege. Reporting of legitimate concerns should be as outlined above.
- Interviews with pupils are carried out to gather information; these must be in confidence and must be about the practice of the school and not about personalities. Judgements about practice, comments or feedback directly to pupils in advance of communication with senior leadership is unacceptable. Access to pupils must be governed by safeguarding procedures and pupils must consent to taking part in the exercise.
- Governors must be DBS checked, appropriately trained in Safeguarding and briefed and advised regarding the specific exercise and its objectives.