



# LINK GOVERNOR POLICY

**Date:** February 2013

**Reviewed:** *Autumn 2012*

**Review Schedule:** *2-years*

**Next review Date:** *Autumn 2014*

**Responsibility:** *Full Board of Governors*

<b>Compiled by:</b> Principal/Clerk	<b>Revision No:</b>
<b>Approved by</b>	
<b>SLT:</b> <i>Principal</i>	<b>Revision Date:</b> December 12
<b>Committee Chair:</b> <i>Simon Sanger-Anderson</i>	

## **PROTOCOL FOR LINK GOVERNORS VISITS**

Clyst Vale Governors are committed to improving communication between the governing body and college staff and students, and to improving their own knowledge of the range and quality of provision that the college offers. The primary purpose of links is to provide governors with an insight into the chosen curriculum or support area and to create a better understanding of the way in which strategic decisions of the governing body influence provision at an operational level.

### **OBJECTIVES**

- To extend governors' knowledge of staff, students and the breadth of curriculum delivery and other provision.
- To familiarise members with the college's physical environment.
- To provide an opportunity for staff and students to meet informally with members of the governing body.
- To help governors to develop in-depth knowledge of areas of college activity, including quality issues and targets.
- To allow governors to use their skills and experience to benefit the college directly.
- To enable governors to become more familiar with the way in which the College works and how it provides services to all of its learners and other clients.
- To strengthen the positive relationships that exist between governors and College managers and to facilitate the sharing of particular expertises.
- To enable governors to focus on the activities of a specific area of the College's work.
- To report back to governors following a visit to inform and advise SLT of ways to move forward.

### **GUIDANCE ON VISITS**

- The point of contact for the governor will be the manager of the relevant curriculum/support area.
- Frequency of visits should be agreed between governor and manager.
- Agree agenda for visit in advance.
- Governors should not be expected to digest large quantities of written material.
- Governors may be approached by staff who have complaints and concerns about some aspect of the college's affairs. Governors should listen but not pass judgement and refer the issue to the relevant party.
- Governors should take care in expressing personal opinions, which may appear to give a commitment on behalf of the college.

## SUGGESTED ACTIVITIES

- Tour of facilities, work spaces, etc.
- Informal meetings with staff with discussions around current topics.
- Discussions with staff and students (perhaps attending and observing a team meeting) to aid understanding of the curriculum, the student experience, and the College's progress towards achieving its strategic objectives.
- Lesson observation - taking no part and only making notes if teacher agrees.
- Attendance at open days, student shows and exhibitions.
- Hearing about the actions the area is taking to address the objectives within the Improvement Plan.

## VISITS DO NOT INCLUDE

- Observation of teaching, learning, tutorials or assessment.
- Making a report or forming a judgement on any individual member of staff/student.
- Consideration or hearing of staff grievances or complaints.