

GOVERNOR-FACULTY LINK - CODE OF PRACTICE

Version 2.0

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Next Full Review Due: Autumn 2021

Reviewer: Headteacher

Governor Link: Chair of Governors

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East Barnet School, Chestnut Grove, East Barnet, EN4 8PU

Governors are an important part of the school team and are welcomed into the school by staff. EBS governors respect the school community, support the Headteacher and staff through constructive, developmental challenge, and act collectively, representing the full Governing Body.

Governor-faculty Links and school visits by governors should be enjoyable experiences for all involved, while also contributing to effective monitoring by the Governing Body and so to school improvement.

A. What is the purpose of these Links?

Governors are each assigned to a faculty or subject area within EBS to extend governors' knowledge and understanding of how the school works on a day-to-day basis. In addition, these links will serve to:

- increase the flow of information between staff and governors;
- allow individual governors to gain first-hand information, insights and experiences which they can usefully contribute in debates and so assist with policy making and decision taking;
- allow governors to find answers to questions they may have and to raise any issues with the Chair of Governors or Headteacher;
- increase governors' 'exposure' to normal school life;
- allow governors to get to know staff and build better relationships with them;
- demonstrate governors' commitment to the school;
- benefit the education of the students, the welfare of the staff and the understanding of the roles of governors.

B. How do the Links work?

Regular contact with a designated member of staff within the faculty or subject area is essential. This could be by email, phone or in person, though will probably be a combination of all three.

Building a successful and productive partnership could be achieved without always meeting in person or visiting during school hours, but the exact arrangements should be agreed between those involved to best suit individual circumstances.

Once contact is made, the governor and head of faculty should arrange a plan of visits or future discussions. These could include:

- discussion of the successes and areas of improvement highlighted within the faculty SEF, which should be shared with the link governor when complete;
- a review of departmental assessment data;
- visits to see particular activities or year groups within the designated faculty;
- discussion of the effect of curriculum changes;

- consideration of different approaches to teaching and learning or how policies are implemented within a faculty;
- evaluation of resources and discussion of further requirements.

The use of a governor's particular skills or knowledge, that may benefit the faculty, could also feed into the plan. Staff might invite their governor to special events or to after school meetings, including attendance at faculty policy discussions or to join the faculty when representing the school to external visitors. Over time, link governors and staff should get to know each other in an honest, open and constructive professional relationship.

C. Link governor contacts visits and feedback

- Governors should maintain regular contact and should normally visit at least once a year, ideally within school hours, to see the faculty at work.
- Governors should make sure a visit to the school is planned and agreed and ensure that all relevant staff are aware of the reason for the visit.
- The visit should aim to be mutually beneficial for the relevant head of faculty or subject teacher and governor, and should support the activities of the school.
- If in a classroom, the governor will act as an observer and only participate at the invitation of the teacher.
- Any visit or exchange of information should be concluded with discussion and agreement on outcomes. Any issues should be brought to the attention of the Chair of Governors, who will discuss with the Headteacher if required.
- The governor should prepare a short report and share this with the head of faculty or subject before sending it to the Chair of Governors for discussion at the next Chairs and Vice-Chairs Committee meeting; and also to the learning committee or other committee if relevant. If appropriate, the staff member should share the report with senior leaders and other faculty members. Reports should be evidence-based and individual students should not be able to be identified.
- Link governors should use the knowledge gained to give colleagues a better understanding of the school, the issues faced by staff and students and the issues that should be considered by the Governing Body.