

Appendix 2

## Governor Visit Report

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| **Name:** | **Date of Visit:** |
| **Area of responsibility:** |
| **Classes/****staff visited:** |  | **Purpose of visit:** |  |
| **Summary of activities e.g. talking to staff and pupils, looking at resources, had lunch etc.** |  |
| **What have I learned as a result of my visit?** | **Positive comments about the visit:** |
|  |  |
| **Aspects I would like clarified/questions that I have:** |  |
| **Ideas for future****visits:** |  |
| **Other comments (Governor):** |  |
| **Staff and Headteacher comments:** |  |
| **Signed (Governor):** |  | **Date:** |  |
| **Signed****(Teacher/School Lead):** |  | **Date:** |  |
| **Signed (Headteacher):** |  | **Date:** |  |

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| --- | --- | --- | --- |
| **Key:** | **Completed prior to visit** | **Completed prior to and****post visit** | **Completed post visit** |