

**KEA School**  
**GOVERNOR VISIT REPORT FORM**



<b>Governor name: Clara White</b>	<b>Date of visit: 01.03.23</b>
<b>Focus of visit and name of lead staff member:</b>  <i>Visit focused on:</i> <ul style="list-style-type: none"><li>■ <i>Safeguarding and attendance</i></li></ul>	
<b>Summary of activities:</b> <ul style="list-style-type: none"><li>■ <i>Discussion with the headteacher regarding safeguarding, including:</i></li><li>■ <i>Safeguarding training is up-to-date</i></li><li>■ <i>Safer recruitment procedures are in place, including asking a safeguarding question during interview; safeguarding checks; safeguarding as part of new staff induction.</i></li><li>■ <i>Policies are up-to-date.</i></li><li>■ <i>Parent questionnaire: 96% responded as 'strongly agree' or 'agree' that their child feels safe at school.</i></li><li>■ <i>The adventure playground is now re-opened.</i></li><li>■ <i>Health &amp; safety governor has conducted regular monitoring visits and checks.</i></li><li>■ <i>Headteacher is looking to create short safeguarding summary documents -each focusing on a different aspect of safeguarding - to be shared regularly amongst staff.</i></li><li>■ <i>Discussion with the Headteacher regarding attendance, including:</i></li><li>■ <i>attendance is regularly monitored. Letters or emails regarding attendance were sent home earlier this term.</i></li></ul> <p><i>Current attendance data was compared with spring 2022 and spring 2021. Current data is broadly in line with spring 2022, although lower than pre-pandemic levels (reflecting the national picture).</i></p> <p><i>Walked around the school with the headteacher – observed some of the whole-school assembly. The deputy headteacher led an assembly exploring 'uniqueness' and aspirations. Pupils were clearly engaged.</i></p>	
<b>Safeguarding:</b> <ul style="list-style-type: none"><li>■ <b>This was the main focus of the meeting (see comments above). In addition, safeguarding practices were evident throughout the visit:</b></li><li>■ <b>Signing in at reception; lanyard provided.</b></li><li>■ <b>Positive behaviour for learning: pupils felt safe to participate in the assembly (e.g. paired discussion opportunity; quiet reflective time with eyes closed for individuals to visualise their own dreams/aspirations).</b></li></ul>	

- Pupils' movement around the school was orderly and safe (e.g. use of praise and encouragement with Foundation pupils regarding how to walk safely and sensibly from assembly to the classroom).
- Dismissal from assembly – clear instructions and expectations explicitly shared. Organised dismissal with each year group supported by a named member of staff.

What have I learned as a result of my visit and how will I feed this back to the governing body?

- *Safeguarding practices were evident.*
- *Attendance is monitored closely and communication with parents is nuanced, reflecting the headteacher's knowledge of the reasons for pupil absence.*
- *Parental perspective on children feeling safe is extremely positive, based on responses to the parental questionnaire.*

Discussion points for the governing body:

- The short summary documents to be shared amongst staff would also be useful to share with governors.
- My visit coincided with assembly, so there was not an opportunity to engage with pupils directly. I would like to speak with pupils on my next visit to ascertain their views on how they feel at school.
- Scope for all governor visits that include interaction with pupils to include a question related to how safe pupils feel?

**Any other comments:**

*An opportunity for the relevant staff member to provide comments on your report.*