



Confidential Yes / **No**

Highlight as appropriate

For Decision / **For Note**

Title	Governor Formal School Visit
Subject/Topic:	Feedback
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Date:	25 Sept 2012

Visit Purpose

- To understand the mechanisms (or processes) that link what is taught in the class room with that expected by Ofsted (eg: pupil progression and exam attainment).
- To understand how teacher performance is monitored & appraised, the link between performance & further professional development and also what forms of teacher intervention (coaching, mentoring, guidance and/or advice) are provided
- To tour the school to experience a typical day
- To observe teachers delivering a class (lesson)

Observations, Thoughts and Comments

The visit was very worthwhile and engaging. Mrs Lynam planned my visit so that the time available was well spent. Our discussions were open, enthusiastic and engaging. I felt the visit was very appreciated by the teaching staff that I met and it was clear they were very use to someone observing their lesson – no discomfort was demonstrated at all.

Main Observations:

- The link between teacher performance and continued professional development is clear and well thought through. Teachers play an active role in their own appraisal.

- The expectations for teacher performance and teacher standards are clear and well communicated
- While the appraisal form is an important element in the teacher development process it is by no means the only or most important as teacher observations are conducted throughout the year and by all the senior management team. The process for collating all the observational feedback is robust and a credit to Mrs Lynam
- Professional development comes in many forms and is targeted at the needs of individual teachers. There is significant pride in the fact that many of the development needs can be met within the school and there is a very strong awareness that this needs to continue given the financial constraints
- The experience of external consultant Julia Trueman has been very useful and her observations and recommendations taken seriously and used to strengthen teaching performance
- In every single class a lesson objective was clearly visible and it was very easy to link what was being taught to this objective. The pace of all classes was impressive
- The link between monitoring progression and eventual exam attainment was very easy to evidence and in multiple places, eg: pupil planners and work books. Students would have to openly ignore what is expected of them and their progression record is amended every 6 weeks
- There is a clear professional development programme and also an emphasis on peer coaching and mentoring (with a clearly understood difference between the two forms of development support)
- The lesson planning template was clear and easy to follow and evidenced in a number of classes (where I could get close enough to see it)
- There was a strong sense of cooperation and respect among the senior team – they clearly enjoy working with each other and have shared commitment to school improvement
- The measures of progress and performance (success) are in place but there is no single dashboard that brings them together – this would be useful in my view
- Student comment – “the pastoral care here is very good and they fixed my problem”

Summary Thoughts

My overall experience was of a professional body of teachers who have the energy, enthusiasm, commitment and support to teach to a high standard and with a continued focus on strengthening teaching skills and standards an Ofsted rating of Outstanding is possible.

A senior management team dashboard or scorecard would be useful so that at a glance the health of the school can be assessed and monitored. In the same way teacher’s benefit from peer observations – the dashboard would act like a single performance window that can be used to communicate, understand and track school wide performance. I also believe a dashboard would strengthen the teamwork between the senior management team and governors.

Key Considerations for Governing Body

- The Mrs Lynam present the system of teacher appraisal, monitoring, observation and development to the Full Governors
- Those Governors who have not visited the school on a normal day are recommended to do so when they can – it is a very worthwhile experience
- David Lett to attend Student Council meeting
- A dashboard is designed the deployed as a matter of urgency – the following table is a “starter for ten” as to what it could report.

Metric	Measures	Green	Amber	Red
Overall	Last Ofsted Rating	Good or higher	Improvement Needed	Inadequate
	Other external assessment rating	Good or higher	Improvement Needed	Inadequate
Student Attainment	Overall progression progress	% on track or ahead	% X behind over two terms	% Y behind over two terms
	Last formal GSCE Attainment			
	Last formal A-Level Attainment			
	Expected GSCE Attainment			
	Expected A-Level Attainment			

Student Behaviour	Attendance	> 95%	90-95%	<90%
	Pupils using LINK			
	Instances of bullying / month			
	Number of detentions / week			
	Number of exclusions /year			
Quality of Teaching	Teacher performance	% Good or higher	% Needs Improvement	% Inadequate
	Staff Turn over			
	Staff absenteeism			
	Teacher disciplinary reviews			
	Teacher Complaints			
Leadership & Management	Budget performance	Surplus	Breakeven	Loss
	Staff morale			
	Parent views – general			
	Parent complaints			
	Premises maintenance			
	Catering performance			
	Cleaning performance			

Notes:

- The variables for X and Y need to be determined. In this example Y represents a greater number than X (in other words a worse performance range).

Action Following the Governing Body Meeting:

To be decided at Full Governors meeting in December 2012.