**Model governor visit report proforma**

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| Governor name ………………………………………Visiting ………………………………………………… *(eg link member/s of staff)* | Date of visit: |
| Objective of this visit:*(How does the visit relate to a key improvement priority in the School Development Plan?)* |
| Outline of visit:*(What did the visit comprise of?)* |
| Governor observations and comments:*(What did you learn about how the school is addressing the key improvement priority?)*  |
| Next steps:*(What would you like the objective of your next visit to be?)* |
| Next visit to be [date/term]: |

The visit report has been shared with (as per the order below):

[ ]  Link member/s of staff

[ ]  Headteacher

[ ]  Governing body