**Governor Visiting Log**

Name of Governor: Visiting: Date:

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| **Purpose of visit** |  |
| Priority Target in School Development Plan and/or any specific actions |  |
| **Question Prompts** |
| What is new, or has changed? |  |
| What now happens because of the change? |  |
| What is the effect on children’s learning? |  |
| How do you know? |  |
| Evidence seen |  |
| Impact and any other comments |  |
| **Pupil Attitudes and Behaviour** |
| **Observations/interviews:** Record any findings from your visit pertaining to:* *the behaviour of the children*
* *attitudes to their learning*
* *attitudes to environment/others*
* *bullying*
* *e-safety*
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| **Behaviour Book** *Are there any trends and/or patterns in the behaviour book which might suggest a single cause or issue?* |  |
| **Attendance*** *What is the current level of attendance?*
* *Are we on track to exceed 97%?*
* *Have absences been followed up with a first day response? How do you know?*
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| **Safeguarding** |
| **Single Central Register***Is it up to date? Are all staff trained to L1? Is ‘Designated Lead training up to date?* |  |
| **Reporting a concern***Do staff know what to do if they have a child protection concern? How do you know? Ask?* |  |
| **Health & Safety** * *Are risk assessments up to date?*
* *Have you observed any hazards during your visit?*
* *Has the asbestos register been signed by visiting workmen?*
* *When was the last fire-drill carried out?*
* *Were you asked to sign in and out and read the information sheet and visitor policy?*
* *Are equipment/smoke alarm logs up to date?*
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| **First Aid Book***Are there any trends and/or patterns in the behaviour book which might suggest a single cause of issue?* |  |
| **RIDDOR (**Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.)*Have there been any reportable accidents/near misses reported? If so what was the outcome?*  |  |