



GOVERNORS LINKS POLICY

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As required



POLICY ON GOVERNOR LINKS

PURPOSE

- . •To raise the profile of the Corporation with the staff and students of the College
- . by providing an informal facility for staff and students to meet Governors
- . •To develop Governors' familiarity with the workings of the College.

OPERATION OF SCHEME

- 1) All Governors, except the Principal, Staff and Student Members, are encouraged to participate in the scheme.
- 2) Governors will be linked to one of the four faculties or a Support Staff Area for a minimum period of **1** year, after which time they should move to another faculty/Support Staff Area. Governors will be invited to indicate 1st, 2nd and 3rd preferences to ensure that all College areas are included annually.
- 3) Each year Governors should be invited to attend a half day at the College to sit in on at least two lessons and/or tutorials in subjects within their faculty or to meet with one or more Support Staff Managers.
- 4) Faculty Visits - Individual Governors would be invited to meet with the Faculty Head in the first instance, so that an overview of current developments could be discussed, followed by a briefing with the Curriculum Head of Department in which the Governor is due to sit in on lessons, before sitting in on the lessons/tutorials.
- 5) Governors will be contacted annually to arrange a suitable date and agree subject preferences (if any) within their faculty or identify Support Staff Managers to visit.
- 6) The optimum time for Links Visits is the second half of the Autumn or Spring Terms.
- 7) Other Governor Links activities may include – tour of College, attendance at student events and exhibitions/concerts/plays etc.
- 8) After the Links visit, Governors will be encouraged to offer feedback to Corporation at the next scheduled meeting, giving comments on the visit and noting any issues arising. Governors should not comment on individual staff performance and should observe the protocols below. Links visits Records will be maintained by the Clerk to the Corporation and presented to the Chairs' Committee via the annual report on Training.
- 9) New Governors will be encouraged to complete a tour of the College as part of the induction process in order to be fully aware of the facilities offered to students.

PROTOCOLS FOR GOVERNOR VISITS

As detailed above, the purpose of Governors' visits is to develop familiarity with the workings of the College and to raise the profile of the Corporation Members with the staff and students of the College. The visits have no connection whatever with inspection, quality assurance or any other function of College management.

Staff should:

- a) Understand that some Governors may know very little about the modern curriculum and teaching methods or about how the College is managed at departmental level,
- b) Aim to explain as clearly as possible in the time available what the department's aims, processes, achievements and challenges are.

Governors should ensure:

- a) They do not intervene in College process (for example by engaging all students in a lesson) unless invited to do so,
- b) They clarify any doubts or questions they may have,
- c) They neither advise staff on matters of management nor offer themselves as advocates for staff with SMT,
- d) They avail themselves of opportunities at Corporation and Committee Meetings to seek supplementary clarification informally of SMT Members.
- e) During lesson/tutorial visits, it would be appropriate for Governors to introduce themselves and say something briefly about their role e.g. taking an interest in the College and its activities. Governors may, with the permission of the staff member concerned, ask the students what they are doing, how they are finding the subject, if it is a year 1 group - they could ask about the differences between school and College, if it is a year 2 group - they could ask about progression from year 1 – why they have chosen to progress with the subject/course. Governors should avoid asking questions which could lead to students making an evaluative comment about the teacher or the teaching.

The Four Faculties are:

ARTS AND COMMUNICATIONS

English
Media, Film and Communication
Performing Arts
Modern Languages
Visual Arts

BUSINESS, GEOGRAPHY AND SKILLS

Business and Accountancy
Computing/ICT
Economics
ESOL
Geography and Tourism
Learning Support

HUMANITIES

History
Law and Politics
Philosophy and Classics
Psychology
Sociology and Health and Social Care
**Extension Studies – Critical Thinking, General Studies, Extended Projects, AQA
Baccalaureate**

MATHS, SCIENCE AND SPORT

Biology
Chemistry and the Environment
Maths
Sport
Physics

SUPPORT DEPARTMENTS: Admissions, CIS (College Information Systems),
Finance, Equipment, IT, Human Resources, Health and Safety, Open Learning Centre,
Catering, Estates, General Office.

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