

Trustee and governors visit report form

I HAVE VISITED (Please tick to specify either central services or an academy): -

| | | | | |
|---|---|---|--|---|
|  <input type="checkbox"/> |  <input type="checkbox"/> |  <input type="checkbox"/> |  <input type="checkbox"/> |  <input type="checkbox"/> |
|---|---|---|--|---|

| | |
|---------------------|--|
| Name | |
| Date of visit | |
| Type of visit | |
| Focus of visit | |
| Who / where visited | |

| |
|---|
| Summary of visit / activities (e.g. observing classes talking to staff looking at resources lunch with staff / pupils) |
| |

| |
|--|
| What I have learned as a result of my visit |
| |

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Positive comments about the focus

Aspects I would like clarified / questions I have

Ideas for future visits

Any other comments

PLEASE ENSURE COMPLETED FORM IS E-MAILED TO BOTH THE APPROPRIATE ACADEMY OFFICE AND THE GOVERNANCE SUPPORT TEAM

ACADEMY OFFICE **MUST** SCAN ANY PAPER VERISONS AND SEND COPY TO THE GOVERNANCE SUPPORT TEAM

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