

Portsmouth SACRE

We are delighted that many teaching colleagues have agreed to our SACRE members visiting them in school. The purpose of the visits is to 'observe, not to 'monitor'.

School Protocol

1. Contact the teacher you are going to visit directly

- ⇒ E-mail
- ⇒ Telephone—teachers are notoriously busy so try and ring at a break-time

2. On arrival at school, report to reception and sign-in

- ⇒ There should be a signing– in book (don't forget to sign-out)
- ⇒ You will probably need to wear some sort of ID label which the school will give you

3. Meet the pupils

- ⇒ If you would like to look around the school and the teaching colleague is limited for time, ask if a pupil can show you the school

4. During the lesson

- ⇒ Ask the teaching colleague where they would like you to sit during the lesson
- ⇒ If you're willing, ask the teaching colleague if any pupils may benefit from your support during the lesson
- ⇒ Check if it is okay to talk to the pupils during the lesson

4. Feedback

- ⇒ Do share what you enjoyed during the observed lesson
- ⇒ With the teaching colleagues consent, please feed-back at our next SACRE meeting