



Denefield School Governors Extended Learning Policy

Status: Recommended

Purpose

Extended Learning is any work or activity which students are asked to do outside lesson time either on their own or with tutors, parents or carers. We believe that Extended Learning is an integral part of the learning process of all students.

The purpose of regular setting and marking of Extended Learning is:

- To consolidate and reinforce skills and understanding.
- To encourage students to develop the confidence and self-discipline to work independently, an essential skill for adult life.
- To monitor progress.
- To support the home/school relationship.

Extended Learning is set regularly across all Curriculum Areas according to the needs of the students.

There is no fixed Extended Learning timetable with time allocated for different subjects on different evenings. Students will need to learn to manage their time and take personal responsibility for organising their work load.

Teachers will give consideration to the type of Extended Learning that is set for the next day and will usually give students at least two days to complete the work.

The time devoted to Extended Learning should increase as the student progresses through the school. Extended Learning will be differentiated and take into account individual needs.

Roles and responsibilities

The Governing Body is responsible for reviewing the policy in accordance with the agreed schedule. It delegates responsibility for monitoring Extended Learning to the Senior Leadership Team.

Curriculum Leaders are responsible for ensuring that all teachers in their areas are planning Extended Learning tasks which are:

- varied and facilitate progression across a range of skills
- set in accordance with the minimum expectations
- fully integrated with lesson planning and so is meaningful
- shared with students in such a way that they understand the purpose of the work and anticipated learning outcomes
- appropriate to the needs of the students
- marked in accordance with the school's marking policy

Tutors have a role in monitoring and supporting their tutees with Extended Learning by:

- creating an environment in tutor time which enables students to complete Extended Learning.
- using tutor time as an opportunity to check that Extended Learning is being set in accordance with the guidance.
- supporting their tutees to resolve any difficulties in completing the work.
- taking a holistic view of their tutees and provide a point of contact for parents should there be concerns over the Extended Learning of a student across a number of subjects.

Parents/carers should support students with their Extended Learning by:

- making it clear to students that they value Extended Learning and support the school's view that it is an important part of the learning process and will help them to progress.
- encouraging students to meet deadlines and praise them when they are met.
- contacting tutors who will investigate the situation if they feel insufficient or too much Extended Learning is set.

Students' should take pride in doing their best in all Extended Learning. To help this, they should:

- always carry their Planners with them so they can record what is set even if they have written it in detail in the back of their exercise book.

- organise their work so that they meet all deadlines.
- if they are absent, find out what Extended Learning has been set and catch up on it.
- if they have any problems with Extended Learning, they should be resolved before the deadline and if necessary, students should see the member of staff concerned for help.

Arrangements for monitoring and evaluation

Curriculum Leaders monitor Extended Learning to ensure that the principles outlined above are implemented. Extended Learning is checked as part of the careful analysis of student outcomes, lesson observations, reviews and consultation with parents and students. Reviews of Extended Learning are reported to Governors.

Who was consulted

The Senior Leadership Team.

Relationship to other policies

This policy should be read in conjunction with the Learning and Teaching policy; the Curriculum policy; the Behaviour policy and the Home School Agreement.

Date established by governing body 23/03/11

Date for full implementation 23/03/11

Date for review March 2014

Appendix: Extended Learning guidance

This Extended Learning guidance published to students and parents sets out the minimum number of hours of Extended Learning set in a two week cycle. Subjects can be flexible with how they allocate the expected number and lengths of Extended Learning.

Key Stage 3 allocation – 2 week cycle

SUBJECT	Year 7	No set	Year 8	No set	Year 9	No set
English	2 hours	4	2 hours	4	2 hours (+30)	4
Maths	2 hours	4	2 hours	4	2 hours (+30)	4
Science	2 hours	4	2 hours	4	2 hours (+30)	4
MFL	1 hour	2	1 hour	2	1 hour	2
Technology	30	1	30	1	1 hour	2
ICT	30	1	30	1	30	1
Art	30	1	30	1	30	1
Drama	30	1	30	1	30	1
Music	30	1	30	1	30	1
History	30	1	30	1	30	1
Geography	30	1	30	1	30	1
RS	30	1	30	1	30	1

GCSE allocation – 2 week cycle

SUBJECT	KS4	No set
English	4 hours	4
Maths	3 hours	3
Science	4 hours	4
Technology	2 hours	2
ICT	1 hour	1
Option	2 hours	2