



# Extended Learning Policy

**Date of this review: Spring 2017**

**Date of next review: Spring 2019**

## 1 Aims:

- 1.1 We want our children to be enthusiastic independent learners, equipped with the necessary skills and dispositions to ensure lifelong learning.
- 1.2 We want our whole school community to be involved in learning; we recognise the importance of involving parents and the wider community in the work of the school.

## 2 Objectives:

- 2.1 Provide a clear policy that supports learning additional to that of timetabled lessons – Extended Learning
- 2.2 Ensure that children consolidate learning and have a solid foundation in Literacy and Numeracy
- 2.3 Develop good study habits, such as *reflection* and *resilience*, and positive dispositions towards learning
- 2.4 Encourage parental interest in and support for their child's learning
- 2.5 Provide opportunities for children to be inspired and develop a sense of awe and wonder about our world

## 3 Tasks – General:

- 3.1 Tasks will usually be specific, linked to the learning in school and be completed within a week – each task will be time managed and tasks will not be expected for the next school day.
- 3.2 Appropriately challenging tasks will be set for pupils and children are encouraged to attempt the higher levels of challenge.
- 3.3 There will be a variety of tasks each term, though Literacy and Numeracy will form the core of Extended Learning; specific learning behaviours / skills will be the focus for some tasks.

## 4 Tasks - Specific

- 4.1 **Reading:** Children should be reading regularly, not just as Extended Learning. It is important that children are read to and that they read to adults. Discussing what they have read not only helps them to make sense of what they have read, but also helps them to predict what will happen in the text and to relate their reading to real life situations. The Reading Record should be completed by Year 3 and Year 4 children and initialled by parents each week.
- 4.2 **Spelling:** Each child is set spellings that are appropriately challenging. Pupils should not only be able to spell the words correctly but also recognise spelling rules and patterns and be able to use the words in context.
- 4.3 **Reading Comprehension / Grammar, Punctuation & Spelling:** These activities are set in Upper Key Stage 2 (Year 5 and Year 6) for completion each week.
- 4.4 **Maths:** Ensuring that children have good number knowledge (as set out in 4.5) is essential to good development in maths. In addition to number knowledge work, pupils are expected to complete the weekly maths task that is set form their Maths Extended Learning booklet.
- 4.5 **Number Knowledge:** This is the core of good mathematics and includes recall of tables (knowing all tables to 12x12 by the end of Year 4), knowing number bonds (*7 and 3 make 10* or *46 and 54 make 100*), counting and recognising number and counting in intervals from any given number. Objectives relating to number knowledge are recorded on the pupil report; parents are encouraged to support their child in developing number knowledge through regular practice (up to ten minutes a session three times a week). Support materials are available on the school website.
- 4.6 Opportunities to extend learning in the Creative Curriculum will usually be given each half term. Parents are encouraged to download the Curriculum Overview from the school website in order that they know the topics children will be studying.

	Daily reading	Weekly spellings	Reading Comprehension	Grammar, Punctuation & Spelling	Maths Task	Number Knowledge
Y3	✓	From January	x	x	✓	✓
Y4	✓	✓	x	x	✓	✓
Y5	✓	✓	✓	✓	✓	✓
Y6	✓	✓	✓	✓	✓	✓

## 5 Extended Learning Tasks – Time Allocation:

- 5.1 On average, children should spend around 20 minutes each day on Extended Learning when in Year 3, building to 30 minutes per day by Year 6; this results in one hour forty minutes total in Year 3 and two and a half hours total by Year 6.
- 5.2 Organising learning across the school week is encouraged, rather than scheduling a block of time once a week.

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### **6 Support for Extended Learning:**

- 6.1 Children should be encouraged to do the best they can within the given time – excessive time spent on tasks, particularly if this results in frustration, is discouraged.
- 6.2 Parents should support their child by ensuring that there is a calm quiet environment and an appropriate amount of time in which to complete the tasks.
- 6.3 Further subject specific guidance is available on the school website, eg *The Maths Calculation Policy* (this sets out the way in which the four basic operations are taught and how pupils are expected to lay-out written calculation) and the school holds information sessions on various aspects of learning support throughout the school year.
- 6.4 We strongly encourage parents to support the learning of their child by allowing them to develop resilience; finding the task tough is good and children need to be allowed to 'struggle.'
- 6.5 In the event that the task is not completed, the parent should record brief details in their child's Homework Diary to inform the teacher. Parents are encouraged to request a meeting with the teacher should there be a serious or on-going concern regarding Extended Learning.

### **7 Recognition and Reward:**

- 7.1 Extended Learning must be completed to the best of the child's ability, neatly presented and returned by the deadline.
- 7.2 Extended Learning will be rewarded with House Points (this will be based on the effort / progress of the individual). One House point will be awarded for each task successfully completed; additional House Points may be given for outstanding effort / progress / achievement and pupils may also be recommended for Headteacher Awards.
- 7.3 Opportunities for sharing Extended Learning will be given during class time, typically through peer assessment activities.
- 7.4 Assessment of Extended Learning takes place on a regular basis, eg spelling tests, mental mathematics test etc.
- 7.5 It will not be the usual practice to quality mark Extended Learning to the same extent as work completed in school.

### **8 Responsibility:**

- 8.1 The teaching staff will set appropriately challenging learning tasks and ensure that relevant support materials are made available for the pupil and parent.
- 8.2 Teaching staff will acknowledge the successful completion of Extended Learning and reward this with House Points.
- 8.3 Pupils will ensure that they make a record of the Extended Learning in their diaries (staff will support pupils as appropriate), complete the task to the best of their ability and return the task by the deadline. Extended Learning is the primary responsibility for pupils. If pupils are struggling to fulfil this responsibility it may necessary to review additional responsibilities they may hold within school (further information regarding non-completion of Extended Learning is available in Appendix A).
- 8.4 Parents will ensure that their child has a suitable environment and enough time in which to complete tasks; they will support their child appropriately (as described in section 6) in order that the task is completed and returned to school.
- 8.5 Senior Leaders will monitor Extended Learning. Parents will be notified where there is a concern and will be supported so that their child completes tasks successfully.

### **9 Monitoring:**

- 9.1 This policy will be reviewed by the review date or in the instance of a serious concern relating to the practice of Extended Learning.
- 9.2 Year and Subject Leaders will monitor the practice of Extended Learning to ensure consistent good practice across the school.

### **Related Policies:**

- Teaching and Learning Policy
- Subject Policies



## Extended Learning Policy – Appendix A

### Non-completion of Extended Learning

- 1. There is a concern that Extended Learning tasks are not being completed**  
A note will be made in the pupil's diary to inform the parent
- 2. There is a further concern that Extended Learning tasks are not being completed**  
A text message will be sent to inform the parent
- 3. There is an on-going concern that Extended Learning tasks are not being completed**  
A letter will be sent to parents informing them of the need for pupils to fulfil their responsibility regarding Extended Learning (as set out in point 8.3 of the policy)
- 4. There is an on-going concern that Extended Learning tasks are not being completed and no improvement has been seen despite contact with parents**  
A letter will be sent to parents and a meeting will be held with a Senior Leader. At this point Extended Learning may be withdrawn for a fixed period pending review.