



# Range High School

## Teaching and Learning Policy

Person responsible for Policy: Deputy Headteacher (Teaching and Learning)

Date of next review: 2024 – any major changes will be brought to the trustee's attention as, and when they occur

**RESPONSIBILITY FOR THIS POLICY HAS BEEN DELEGATED TO THE HEADTEACHER**

**3-YEARLY REVIEW**

## Introduction

This policy represents our formal response to the statutory requirement for the school to have a Teaching and Learning policy.

Range High School is a learning community committed to improving learning opportunities for all its adult workers as well as its students. However this policy relates specifically to teaching and learning as it directly affects and determines students' progress and their experiences as learners.

## Aims

Our curriculum, teaching and organisation of learning should enable our students to flourish when provided with the appropriate levels of challenge and support and in the process:

- become successful learners who enjoy learning, challenge themselves, work collaboratively, make progress and achieve
- develop effective learning behaviours, including resilience and independence
- take responsibility for their own learning
- become confident individuals who are able to live safe, healthy and fulfilling lives and are empowered to make informed choices
- become responsible citizens who make a contribution to society.

This policy is divided into the following sections and contains the following documents as appendices:

- A. Principles of effective learning
- B. Creating a climate for effective learning
- C. Supporting effective learning
- D. Accountability
- E. Monitoring and evaluating the policy
- F. Research and development

Appendix A: Outstanding Classrooms Vision Document and Checklist

Appendix B: Lesson Planning Template and Exemplification

Appendix C: High impact research based pedagogies and CPD summaries

Appendix D: How we are closing the gap for disadvantaged students (Infographic)

This policy should be read in conjunction with our curriculum intent, other curriculum and pupil development policies, but in particular with the behaviour and assessment policies.

## **SECTION A: Principles of effective learning**

We believe that effective learning takes place when:

- pupils have equal access to a curriculum which is challenging, creative, broad, flexible and personalized. Please refer to our school curriculum intent and individual faculty and subject intent documents.
- there is a positive climate for learning where relationships are built on mutual respect and learning takes place in an ordered, safe and stimulating environment
- learning is supported by well-planned, challenging lessons which actively engage all learners and develop independence

## **SECTION B: Creating a climate for effective learning**

We believe effective learning takes place when:

- pupils feel valued as individuals and are actively involved in the learning process
- classroom relationships are built on mutual understanding and respect
- teachers promote a “can do” attitude, and have high expectations
- students are given opportunities to experience a genuine sense of achievement there are high standards of self discipline and order, supported by effective, consistent and fair classroom routines and behaviour management
- the working environment is stimulating, comfortable and safe with classroom displays (from pupils of all abilities) and layout enhancing the learning experience
- there is a strong partnership with parents
- there is close liaison between all staff (teachers/TAs/Support Staff) and a common sense of purpose

## **SECTION C: Supporting effective learning**

When planning lessons and other learning experiences for our pupils we will:

- have a long term plan for each year group outlining the sequence of units of work and assessments.
- have a medium term plan for each unit outlining teaching and learning objectives and outcomes, links to exam board specifications, KS3 frameworks or national frameworks, possible resources, teaching activities and opportunities for differentiation
- have short term (lesson) plans
- create and enforce seating plans which take account of pupil ability and behaviour in order to facilitate successful learning
- share plans with TAs and seek their advice on the provision for SEN pupils
- plan to challenge all pupils
- plan to develop our pupils as independent learners
- acknowledge that some of our pupils have particular special needs

When delivering lessons and other learning experiences for our pupils we will:

- actively develop in our pupils an understanding of how they learn
- develop our pupils as independent learners
- provide opportunities for students to reflect on their own learning and how it can be improved
- embrace the principles of assessment for learning
- deploy resources effectively

- challenge all our pupils to perform at their target level or beyond

#### **SECTION D : Accountability**

The Head Teacher and SLT are expected to:

- exemplify the policy in their own teaching
- ensure a challenging and stimulating curriculum with reference to the school, curriculum intent document.
- provide prior attainment data and set targets for school, departments and pupils
- monitor and review school progress against these targets provide guidance on relevant educational developments
- lead process for developing and monitoring teaching and learning
- ensure access to CPD opportunities on improving teaching and learning plan, monitor and evaluate INSET on teaching and learning

Heads of Faculty and Curriculum Area Leaders are expected to:

- exemplify the policy in their own teaching
- ensure appropriate medium and long-term plans are in place for all teaching groups in line with whole school and subject curriculum intent statements and schemes of work, incorporating homework, assessment procedures and guidance on teaching strategies
- ensure that the most appropriate examination syllabuses are used and review these regularly with staff
- lead monitoring of teaching and learning with link senior leaders
- lead department development and application of improvement strategies for teaching and learning using subject specific guidance and other pedagogical models and research
- ensure staff have access to appropriate CPD opportunities
- monitor and review department attainment through exam reviews and department SEFs

All Teachers are expected to:

- Actively reflect on and seek to improve their own pedagogy and share practice with other colleagues in calendared meetings.
- exemplify the policy in their own teaching
- implement subject curriculum intent statements through the delivery of agreed curriculum plans, schemes of work.
- plan for each lesson (short-term plans)
- liaise with TAs on the work the teacher would expect them to do to support pupils

All Teaching Assistants are expected to:

- exemplify the policy in supporting individual pupil needs
- liaise with and advise teachers on strategies to support the learning of pupils with SEN

All Pupils are expected to:

- treat each other and their teachers with courtesy and consideration
- take responsibility for their learning
- come to lessons on time, well equipped and ready to learn
- do their best to remain on task in lessons and to allow the learning of others do their homework punctually and to the best of their ability

## **SECTION E: Monitoring and evaluating the policy**

The success of the policy will be monitored and evaluated by:

- Performance against a rigorous target setting process
- Regular progress reviews with HOFs/CALs and link SLT members
- Lesson observation (See Appraisal and Deep Dives)
- Work Moderation
- Pupil interviews
- Thematic reviews
- The Appraisal process
- Staff evaluation of the impact of CPD provision
- Deep Dive Methodology
- We will use the results of this process to inform school planning processes, in particular the SIP and CPD plan.

## **SECTION F: Research and Development**

We will undertake to:

- Meet the CPD needs of staff in order to update skills and knowledge
- Trial and experiment, encouraging the development of teachers as researchers
- Exploit in-house and external training opportunities
- Use technology widely

# Appendices

Appendix A: Outstanding Classrooms Vision Document and Checklist

Appendix B: Lesson Planning Template and Exemplification

Appendix C: High impact research based pedagogies and CPD summaries

Appendix D: How we are closing the gap for disadvantaged students (Infographic)

## Guidance

- *The following appendices are designed to serve as an aide memoire to the CPD on T&L we have completed over recent years, they are a response to whole school priorities identified to the School Development Plan.*
- *They are based on proven, research based methodologies that have the greatest impact based on research by the Education Endowment Foundation (EEF).*
- *They are effective pedagogies for all our students, but particular for those groups who have identified gaps that we are working to narrow, including: Disadvantaged students, underachieving boys and SEND students.*
- *All professional development materials are available electronically via the Staff CPD Hub on Google Classrooms (joining code: **t4zta3a**)*

## Appendix A

Planning is based upon systematic and accurate understanding of student's prior knowledge, understanding & skills.  
Prior marking, feedback and dialogue is of a high quality.

Planned objectives and outcomes take account of ALL student's starting points and targets.

Learning takes place from 'bell to bell'.  
Corridor commitment. Meet & Greet. Managed dismissal.

### TEACHERS MANAGE LEARNING BY:

#### Personalising Learning

High expectations mean every child is **challenged**.  
Work is **differentiated** for different groups of Learners.

#### Managing Behaviour

Consistent, calm adult behaviour.  
First attention for best conduct.  
Routines and expectations are clear and well-established.  
Effective application of the behaviour policy.

#### Providing Expert Input

Engaging, timely learning.  
Effective interventions  
**PPG1st**.  
Expert questioning.

### IN OUTSTANDING LEARNING OVER TIME:

All stakeholders are actively involved in ensuring that all pupils progress.

#### The learning is connected

Students are given the opportunity to see the 'big picture' and make links with prior learning.

#### AFL informs T&L

Teachers **assess progress** during the lesson and **adjust teaching**.  
Students are given the opportunity for **Dedicated Improvement and Reflection Time**.

#### Literacy & Numeracy

Reading, writing, communication and **Maths** are taught highly effectively.

#### Student's work demonstrates outstanding progress

Students take pride in their work. They understand the knowledge, thinking and skills needed to move their learning forward. They respond to feedback and learn from their mistakes.

STUDENTS  
DEVELOP  
EFFECTIVE  
LEARNING  
BEHAVIOURS  
(RESILIENCE,  
CONFIDENCE,  
INDEPENDENCE)  
THROUGH:

**Active Learning**  
Student involvement and participation.

#### Readiness for Learning:

Students arrive on time and work for 60 minutes.  
They are organised – folders and books are present. They are equipped. Homework has been done.

#### Collaborative Learning

Students are given the opportunity to **work with others**.

PLENARIES –Checking and consolidating the progress that ALL pupils have made.

Barriers are identified. Teachers work with home, FTs, CALs, HOFs, HOY in a staged process of support and intervention to close gaps.



# Back to Outstanding Quick Checklist

Have you:

1. Decided on a seating plan(s) that will facilitate excellent learning? PPG1st
2. Checked on student's readiness to learn – are they on time and organised? Check folders, equipment, and hwk. Are you achieving 60 minutes of learning?
3. Identified various groups of students in your class and identified any special needs to ensure these groups make excellent progress?
4. Begun the lesson with an engaging hook / fascinator?
5. Built on and connected to existing/prior knowledge? **[Connect]**
6. Set learning objectives that allow you to ensure progress for different groups
7. Planned a lesson which challenges all students at an appropriate level? Have you used Bloom's Taxonomy and the level descriptors for your subject? *Remember - **Depth** as well as **Pace***
8. Planned a lesson with a high proportion of active, independent learning, choice and collaborative activity? **[Activate]** **[Demonstrate]**
9. Built assessment *as* learning into your lesson so that students can self- and peer-assess to monitor and demonstrate their own learning progress?
10. Addressed the development of reading, writing, communication and maths – and modelled these to students? *Use Key Words actively*
11. Planned with any other adults, such as TAs, how they are going to contribute to student progress?
12. Regularly checked progress with mini plenaries / class discussions / skilful questioning and individual interventions? **[Consolidate]**
13. Established strong classroom routines and made high expectations explicit by giving first attention to best conduct?
14. Identified and addressed underachievement. Have you identified barriers to progress and taking steps to address them? Has home been informed? Have FTs, CALs and HoFs been involved in a staged process of escalation?

**All pupils making rapid and sustained progress**

## Appendix B

### Lesson Planning Template and Exemplification

<b>Range High School Lesson Plan</b>		<b>Date:</b>	<b>Period:</b>
<i>Please ensure that your CC Seating Plan is up-to-date and available during any observed lessons.</i>			
<b>Class:</b>		Ability Level: Set ___ of ___ / mixed ability	
<b>This lesson is number</b>		<b>In a sequence of</b>	
<b>Previous related learning:</b>			
<b>Learning objectives</b> (students will <b>know / understand / be able to do</b> the following): WHAT? All: Most: Some:			
<b>Most Able working at level:</b>		<b>Reading Age highest</b>	
<b>Average ability working at level:</b>		<b>Reading Age lowest</b>	
<b>Least able working at level</b>			
<b>Targeted Students</b>			
<b>SEN:</b>		<b>Underachieving Boys:</b>	
<b>EAL:</b>		<b>Disadvantaged:</b>	
<b>LAC:</b>		<b>BME:</b>	
<b>Strategies for Challenge and Inclusion (Use of TAs, Differentiation)</b>			
<b>Lesson Structure</b>		<b>Assessment for Learning / checking progress:</b>	
<b>Connect</b> ( <i>Engage student's interest and connect with prior learning</i> ):			
<b>Activate</b> ( <i>New material is presented – make it active</i> ):			
<b>Demonstrate</b> ( <i>Students apply knowledge / theories / skills</i> ):			
<b>Consolidate</b> ( <i>Review and final progress check</i> ):			
<b>Homework:</b>			
<b>Links to Literacy / Numeracy</b>			

<b>Range High School Lesson Plan</b>		<b>Date:</b>	<b>Period:</b>
<b>Please ensure that your CC Seating Plan is up-to-date and available during any observed lessons.</b>			
<b>Class:</b>	Ability Level: Set ___ of ___ / mixed ability <b>fill in / delete as appropriate</b>		
<b>This lesson is number</b>	<b>In a sequence of</b>		
<b>Previous related learning: What previous work are they building on?</b>			
<b>Learning objectives (students will know / understand / be able to do the following):</b>			
WHAT? All: Most: Some:	 <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>All / most / some = differentiated learning objects</b> </div>		
<b>Most Able working at level:</b>	Level currently Working at...	<b>Reading Age highest</b>	<b>This is not currently available for <i>all</i> students</b>
<b>Average ability working at level:</b>		<b>Reading Age lowest</b>	
<b>Least able working at level:</b>			
<b>Targeted Students</b>			
<b>SEN:</b> Fill in numbers and student initials		<b>G&amp;T:</b> Any student you deem to be high ability / have a high target grade within the class.	
<b>EAL:</b> English as an additional language		<b>Disadvantaged:</b> Free School Meals	
<b>LAC:</b> Looked After Children		<b>BME:</b> Black Minority Ethnic	
<b>Strategies for Challenge and Inclusion (Use of TAs, Differentiation, G&amp;T etc)</b>			
This may include grouping strategies, stretch / extension tasks, differentiation by input / speed / task / vocabulary / outcome etc			
<b>Lesson Structure</b>		<b>Assessment for Learning / checking progress:</b>	
<b>Connect</b> ( <i>Engage student's interest and connect with prior learning</i> ): Have you considered a task to do as a settler as they arrive? This could become the starter. Are there opportunities to build on prior learning – to connect with what they already know / previous lessons?		Explain how you will know how well the students are doing. How will they know? Outline any plenaries / questioning tactics / self and peer assessment / formative or summative assessment opportunities	
<b>Activate</b> ( <i>New material is presented – make it active</i> ): Try to minimise too much teacher talk and make the acquisition of new knowledge as active as possible. Remember minimum 70% them and maximum 30% you as a rule of thumb		As above Have you identified any groups / individuals you plan to intervene with?	
<b>Demonstrate</b> ( <i>Students apply knowledge / theories / skills</i> ): This should be where the bulk of the time in the lesson is spent.		As above	
<b>Consolidate</b> ( <i>Review and final progress check</i> ): Finish with a review of the learning that has taken place. Check the progress they have made.		As above	
<b>Homework:</b> Set as appropriate and recorded on Class Charts.			
<b>Links to Literacy / Numeracy</b> What opportunities are there to develop reading, writing, communication and maths in this lesson?			

# ENGAGING LEARNERS



## Some Strategies

- Starters - Think physical, think visual, think experiential
- Chunk learning eg Go for 5!

## Metacognition

- Teach and use steps (model & scaffold)
- Scaffold thinking and writing
- Require reflective articulation of learning
- Use D-R-S
- Use think-communicate-write / read-think-communicate



## High Expectations & accountability

- Speeding ticket
- Accountability – no-hands / kagan / time the margin



## First attention for best conduct

- Reward especially effort & pro-social behaviours



## Learning Partners

- Work 1/3+ as learning partner opposite sex



<b>Attention</b>	<b>Perceptual Arousal</b> Provide novelty and surprise	<b>Inquiry Arousal</b> Stimulate curiosity by posing questions or problems to solve	<b>Variability</b> Incorporate a range of methods and media to meet students' varying needs
<b>Relevance</b>	<b>Goal Orientation</b> Present objectives and useful purpose of instruction and specific methods for successful achievement	<b>Motive Matching</b> Match objectives to student needs and motives	<b>Familiarity</b> Present content in ways that are understandable and that are related to the learners' experiences and values
<b>Confidence</b>	<b>Learning Requirements</b> Inform students about learning and performance requirements and assessment criteria	<b>Successful Opportunities</b> Provide challenging and meaningful opportunities for successful learning	<b>Personal Responsibility</b> Link learning success to students' personal effort and ability
<b>Satisfaction</b>	<b>Intrinsic Reinforcement</b> Encourage and support intrinsic enjoyment of the learning experience	<b>Extrinsic Rewards</b> Provide positive reinforcement and motivational feedback	<b>Equity</b> Maintain consistent standards and consequences for success

- Class Charts random generator
- You choose – differentiate difficulty.
- Pose, pause, pounce, bounce
- Here's my question, talk with your partner and work out 5 answers.
- Snowball – 3 ideas yourself, with a partner compare and go for 5!
- Use D-R-S to think of questions in advance.
- Answer in full sentences.
- Using connectives.
- Use Kagan structures



**D-R-S: Use Descriptive-Reflective-Speculative** sequencing in classroom tasks and in lesson planning since it takes all learners sequentially into deeper thinking.

## Appendix C

### High Impact Research Based Pedagogies



These are the pedagogies we expect staff to understand and routinely use that research shows will have the greatest impact on Range Learners, narrowing gaps for disadvantaged students and boys.

#### **High quality feedback including D.I.R.T**

Feedback is information given to the learner or teacher about the learner's performance relative to learning goals or outcomes. It should aim towards (and be capable of producing) improvement in students' learning. Feedback redirects or refocuses either the teacher's or the learner's actions to achieve a goal, by aligning effort and activity with an outcome. It can be about the output of the activity, the process of the activity, the student's management of their learning or self-regulation, or them as individuals (which tends to be the least effective). This feedback can be verbal or written, or can be given through tests or via digital technology. It can come from a teacher or someone taking a teaching role, or from peers.

#### **Metacognition**

Metacognition and self-regulation approaches aim to help pupils think about their own learning more explicitly, often by teaching them specific strategies for planning, monitoring and evaluating their learning. Interventions are usually designed to give pupils a repertoire of strategies to choose from and the skills to select the most suitable strategy for a given learning task.

#### **Reading comprehension strategies**

Reading comprehension strategies focus on the learners' understanding of written text. Pupils are taught a range of techniques which enable them to comprehend the meaning of what they read. These can include: inferring meaning from context; summarising or identifying key points; using graphic or semantic organisers; developing questioning strategies; and monitoring their own comprehension and identifying difficulties themselves (see also Metacognition).

#### **Closing the Revision Gap**

1. We need to teach revision techniques in a subject specific context. Is this part of your planning and schemes of work.
2. Skills need to be modelled and scaffolded.
3. Students need help with what and when to revise.
  - Revision should be spaced.
  - Little and often is good.
  - In lesson and as homework.
4. Tasks and content should be differentiated.
5. Tests and past paper questions should be a regular feature.
6. We need to start in Year 7.

**Appendix D: How we are closing the gap for disadvantaged students**

**PUPIL PREMIUM 2021-22**

## HOW ARE WE CLOSING THE GAP?

**KNOW YOUR STUDENTS...**

1



**Class Charts**

Be aware of your disadvantaged students using Class Charts information. Have a seating plan. Seat them to maximise their learning - right partner, right place.

...& provide...



**...QUALITY FIRST TEACHING**

1



**Differentiate**

Know their learning needs. Have they got a passport? Set work which is appropriate for them to access and ensure resources are appropriate for their reading ability.

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2



**Progress Checks**

Prioritise the monitoring and checking of their progress. Have they understood the task, have they engaged quickly. Find opportunities to check, support and praise them.

2



**Teach Metacognition**

Help pupils think about their own learning more explicitly. Teach them specific strategies for planning, monitoring and evaluating their own work. Model the process and provide scaffolding.



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3



**Targeted Questions**

Use a no-hands rule and carefully direct questions and discussions to include all students in a way that is appropriate to their ability and confidence.

3



**Provide Feedback**

Plan and deliver appropriately timed feedback that focuses on moving learning forward. Plan for how pupils will receive and use written and verbal feedback (D.I.R.T.).



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4



**Organisation & Equipment**

Prioritise checking they are Range Ready and help them with equipment and organisation as appropriate. Take action to support them, log issues, work with home and their Tutor.

4



**Reading Comprehension / Literacy strategies**

Explicitly teach reading, writing and effective communication. Provide vocabulary instruction to help students access and use academic language. Employ reading strategies. Support and model the process.

