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THE CARDINAL VAUGHAN MEMORIAL SCHOOL

Amare et Servire

THE CARDINAL VAUGHAN MEMORIAL SCHOOL TRUST

TEACHING AND LEARNING POLICY

This policy and procedure was approved and adopted by The Cardinal Vaughan Memorial School on 1 February 2021 and is reviewed annually.

THE CARDINAL VAUGHAN MEMORIAL SCHOOL

TEACHING AND LEARNING POLICY

Effective teaching and learning is at the heart of the School's success. It is, therefore, essential that all members of the teaching staff ensure that lessons are properly planned. All available data and information about each pupil should be used to inform planning and guide teaching. Lessons should have clear aims and outcomes; homework should be set and assessed in accordance with the School's Homework & Marking and Assessment Policies. This will enable pupils to make more rapid progress.

A record of lesson plans must be maintained. These are not private documents but should be available, if requested, to the Head of School or his representatives.

Each member of the teaching staff, in planning his or her lessons, should ensure:

- the effective use of support staff such as Learning Support Assistants when necessary;
- that appropriate resources, such as ICT, are used effectively to support the learning of every pupil;
- that all groups of pupils are catered for and are making good progress by differentiation in both lesson-planning and in teaching;
- that he or she has a full understanding of the latest developments in his or her subject areas, syllabus requirements and examination and assessment criteria in order to plan activities which prepare all pupils appropriately for internal and external examinations; and
- that the focus of planning is always on effective learning.