



Harris Church of England Academy

Policy

Extended Learning Policy

To be tabled at Academy Governance Committee

Date Tabled:	March 2022
Review Date:	September 2026

What is Extended Learning? Extended Learning is an important part of school life, contributing to student progress and attainment. It plays a key role in extending the knowledge, understanding and skills that are developed in school and provides opportunities for students to consolidate, enrich and extend their learning. Work that is set will consist of meaningful and worthwhile tasks or projects designed to extend the learning of the student outside the classroom.

1. Aims of Extended Learning

- 1.1 To help all students make progress;
- 1.2 To allow practice and consolidation of the learning done in class;
- 1.3 To extend learning from the lesson, e.g. the completion of past exam questions;
- 1.4 To embed key subject content in long term memory, e.g. the learning of vocabulary, spellings etc.
- 1.5 To reinforce, practise and develop mastery of key skills;
- 1.6 To engage in wider reading and research in preparation for future learning;
- 1.7 To allow students to gain and practise the skills and knowledge that they will be required to reproduce in assessment situations such as examinations;
- 1.8 To give students dedicated time to reflect upon learning, correct mistakes and act on feedback to make improvements;
- 1.9 To develop study skills such as independence, self-discipline, time management and working to deadlines;

2. Principles

- 2.1 Extended learning should be timely, purposeful and achievable, giving students the opportunity to embed and develop their learning;
- 2.2 Extended learning should be accessible and challenging to all. It should support the most vulnerable and include the provision of appropriate resources (time, space, materials and expertise).

3. Type and frequency of Extended Learning

- 3.1 As part of the Harris Academy teaching and learning the extended learning is planned thoughtfully to enable all students to make progress. The type and frequency of the setting of extended learning will be monitored closely by Subject Leaders and Progress Leaders.

4. Supporting students with Extended Learning

- 4.1 There are many places where extended learning can be completed: at home, in the Inclusion and Achievement department and the School Library which is open during lunch time and after school until 4.30pm. In addition there are subject specific Extended Learning support drop-ins available at lunchtimes and after school which can be arranged with subject teachers as and when required.
- 4.2 As part of Our Promise to our vulnerable students (students who are low starters, have a Special Education Need or Disability; started mid-year; or are disadvantaged, including those who are in care), teaching staff will scaffold extended learning tasks and check students understand what is required.

While we have time let us do good to all. (Galatians 6:10)

- 4.3 Form tutors and Heads of Year will monitor the completion of extended learning. Students identified as struggling to complete extended learning will be supported to complete extended learning and improve organisation.

5. Monitoring and Evaluation

- 5.1 Subject Leaders will ensure the whole school approach to extended learning is maintained;
- 5.2 Subject Leaders will undertake quality assurance to ensure extended learning is allowing students to progress their learning. This may involve work scrutiny/review, learning walks, lesson observations, pupil voice and collaborative moderation.
- 5.3 Line Managers will review implementation of the extended learning policy and support Subject Leaders with the monitoring of completion.

6. Rewards and Sanctions

- 6.1 We expect extended learning to be produced on time. This gives students valuable experience of working to deadlines. Students will be rewarded for producing good extended learning, for example, positive comments being added using our Harris Achievement Points (HAPs), contact home or through another medium. Constructive feedback may be given orally or in writing.
- 6.2 If extended learning is not handed in, appropriate action will be taken in accordance with the school behaviour policy. Subject teachers will discuss with a student the reasons why extended learning has not been completed. A comment will be recorded on BromCom and a subject sanction actioned. A detention will usually be issued in line with departmental/school policy.
- 6.3 Heads of House (HOH) will monitor incomplete extended learning and interventions will take place to improve the quality and completion rates.

7. Responsibility for implementation of the extended learning policy

- 7.1 Teachers and Teaching Assistants will ensure that the extended learning task is purposeful and meets the learning goals of the lesson.
- 7.2 The role of the Class Teacher:
- To set purposeful extended learning which meet the school principles and learning goals;
 - To give full and comprehensive instructions for completion;
 - To ensure appropriate resources are available;
 - To set deadlines for completed work and ensure that they are met;
 - To provide feedback;
 - To provide help and support as and when required;
 - To set the homework on BromCom, Google Classroom, or a subject specific platform.
- 7.3 The role of the student:
- To attempt all work and give their best;
 - To ensure that homework is completed and handed in to meet the deadline;
 - To inform the class teacher of any difficulties.

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7.4 The role of the Form Tutor:

- To monitor that extended learning is being completed;
- To carry out meaningful conversations with students who require additional support with the completion of extended learning;
- Form tutors should draw the attention of the relevant Head of House for the students who regularly have difficulties with homework so relevant interventions can be implemented.

7.5 The role of the Subject Leader:

- To monitor the quality and quantity of the extended learning set;
- To ensure that marking of extended learning is carried out in line with the School's and department feedback policy.

8. **The role of parents and carers**

We encourage parents and carers to:

- 8.1 Help their child by going through extended learning tasks and checking he/she understands what has to be done;
- 8.2 To reinforce and discuss the importance of completing extended learning in order to make progress;
- 8.3 Provide a suitable environment in which work can be done;
- 8.4 Monitor the completion of extending learning and contact the school if their child is having difficulties completing set work