



**St. Peter & St. Paul CE Primary School, Burgh-le-Marsh**  
*“Striving for excellence together in a caring Christian community.”*  
**RESPECT COMPASSION COURAGE**



## TEACHING AND LEARNING POLICY

Responsible: Governing Body

Agreed: November 2022

To be reviewed: Every two years (earlier if legislation/practice changes)

Reviewed (and notes if applicable): November 2024 (summary and link to our Vision added)

### AIMS OF THE POLICY

At our school we are committed to high quality teaching and learning to raise standards of achievement for all children. This policy summarises expectations and common working practices. It reflects what we do in terms of approach and consistency and makes explicit the best practice to which the school aspires. It also reflects the aims and objectives of the school and supports its vision.

This policy should be read in conjunction with our ‘Curriculum’ and ‘Marking and Feedback policies.

### PRINCIPLES OF TEACHING AND LEARNING

Learning is the purpose of the whole school and is a shared commitment. At our school we recognise that education involves children, parents, staff, governors, the community and the local authority, and that for optimum benefit all should work closely together to support the process of learning. Working in partnership, we aim to:

- provide high quality education suitable for the needs of each child, using an appropriate range of teaching methods and experiences;
- provide an environment that is safe and secure for all members of the school community;
- provide a happy and stimulating learning environment which promotes curiosity, creativity, enjoyment and interest in all aspects of learning;
- help children fulfil their potential by acquiring relevant knowledge, skills and practical abilities and by developing their confidence;
- support children in their development of metacognitive strategies, including how to plan, monitor, and evaluate their learning;
- reflect and promote the values and teaching of the Christian faith (whilst respecting other cultures and beliefs) and maintain close links to the church;
- maintain high standards of work, behaviour and self-discipline;
- provide a personal and social education which will encourage children to become independent, confident, self-disciplined and motivated;
- help children understand the world in which they live, its social and economic order and the interdependence of individuals, communities and nations;
- promote good physical, emotional and mental health experiences to enable everyone in the school to enjoy a healthy lifestyle;

- support all members of the school staff to be confident in their respective roles, working together as a team, co-ordinated by effective leadership;
- establish effective partnerships between home, school, church and the community that are fundamental to the well-being of the children and the successes of the school.

As a school, we are committed to our mission statement – ‘Striving for excellence together in a caring Christian community.’

## **ETHOS**

The ethos and atmosphere underpin the agreed aims of the school. In the course of their daily work staff will contribute to the development of this ethos through:

- providing a welcoming environment, in which respect, compassion and courage are fostered;
- providing a calm and effective working environment, in which each child can produce his or her best work;
- providing positive role models;
- providing a fair and disciplined environment, in line with the school’s behaviour policy;
- effective management of their professional time;
- developing links with all stakeholders and the wider community;
- valuing and celebrating children’s success and achievements;
- reviewing personal and professional development in order to ensure a high level of professional expertise.

## **ROLES AND RESPONSIBILITIES**

Learning and teaching is a shared responsibility and all members of the school community have an important part to play. (See Home-School Agreement)

All members of the school community should work towards the school’s aims by:

- esteeming children as individuals and respecting their rights, values and beliefs;
- fostering and promoting good relationships and a sense of belonging to the school community;
- providing a well ordered environment in which all are fully aware of behavioural expectations;
- offering equal opportunities in all aspects of school life and recognising the importance of different cultures;
- encouraging, praising and positively reinforcing good relationships, behaviours and work;
- working as a team, supporting and encouraging one another.

Governors will endeavour to:

- support the use of appropriate teaching strategies by allocating resources effectively;
- ensure that the school buildings and premises are maintained to support successful teaching and learning;
- monitor the work of the school with regard to statutory requirements and Health and Safety regulations;
- monitor how effective teaching and learning strategies are in terms of raising children’s attainment. This includes via regular reports from the Headteacher and Subject Leaders, meeting

Senior Leaders, Subject Leaders, Classteachers, Teaching Assistants and especially children to discuss the impact of policies, strategies and future actions.

Teachers will endeavour to:

- provide an ambitious curriculum designed to encourage all children to reach the highest standard of achievement;
- recognise and be aware of the needs of each individual child according to ability and aptitude;
- ensure that learning is progressive and continuous;
- be excellent role models, punctual, well prepared and organised;
- keep up-to-date with educational issues;
- provide clear information on school procedures and children's progress;
- have a positive attitude to change and the development of their own expertise;
- establish links with the local community to prepare children for the opportunities, responsibilities and experiences of life;
- work collaboratively with all involved in education to develop a shared philosophy and commonality of practice.

Parents are encouraged to support their child's learning by:

- ensuring that their child attends school regularly, punctually, well-rested and in good health;
- ensuring that their child arrives at school wearing the correct uniform and bringing necessary equipment;
- providing support for the discipline within the school and for the teacher's role;
- supporting the work of educational targets and becoming actively involved in the implementation of any support programme;
- participating in discussions concerning their child's progress and attainment;
- ensuring early contact with school to discuss matters which affect a child's happiness, progress and behaviour;
- support the school's homework policy and give due importance to any homework;
- ensuring that all contact addresses and telephone numbers are up to date and correct;
- allowing their child to become increasingly independent as they progress throughout the school;
- informing the school of reasons for their child's absence;
- actively supporting the Home-School Agreement.

Children are encouraged to support the school's aims by:

- attending school in good health, maintained by adequate diet, exercise and sleep;
- attending school regularly and punctually;
- being organised, bringing necessary equipment, taking letters home promptly, etc.;
- conducting themselves in an orderly manner in line with the expected behaviour policy;
- taking increased responsibility for their own learning.

The community is invited to support the school by:

- contributing to activities, such as assemblies, specialist outings, clubs, etc.;
- presenting themselves as positive role models to be emulated;

- organising activities and events throughout the year to extend and deepen children's knowledge and skills;
- supporting school events;
- voluntarily helping in the classroom.

## **PLANNING**

At our school we are committed to following the programmes of study as required by the National Curriculum. The Curriculum Map is drawn up by staff and is carefully balanced to ensure full coverage of the National Curriculum and RE (using the current Lincolnshire Agreed Syllabus). Some subjects may be taught through a topic and some are covered as discrete subjects. A wide range of monitoring and evaluation activities take place to evaluate the effectiveness of curriculum planning and to ensure consistency of delivery.

Planning takes place half-termly, with reference to the National Curriculum, Early Years Foundation Stage and the Whole School Curriculum Map. In Key Stage 2, swimming instruction with specialist teachers takes place at a local swimming pool,

Weekly timetables indicating learning objectives for English, Mathematics and Foundation subjects are available in classrooms at the beginning of each week and stored on the shared network drive for reference. Plans are based upon previous assessment data, child need and subject expectation. Curriculum time can be planned as continuous study throughout the term, or as blocks of study. At our school we are committed to raising standards of key skills. By key skills, we mean the ability to read, write and speak in English and to use Mathematics at a proficient level to facilitate learning across the curriculum.

Subject leaders have a variety of roles. These include:

- working alongside Senior Leaders in the development of subject policy and schemes of work to ensure progression and continuity in their subject throughout the school;
- working alongside Senior Leaders to support supporting colleagues in their development and implementation of the scheme of work, and in assessment and record-keeping activities;
- working alongside Senior Leaders to monitor progress in their subjects and resulting action planning;
- taking responsibility for the purchase and organisation of central resources for their subjects;
- supporting colleagues, through use of own expertise or via the organisation of external specialists (e.g. PE, Music) to ensure best quality teaching;
- keeping up-to-date through reading and engaging with appropriate CPD opportunities.

**ORGANISATION**

The learning environment will be managed in such a way as to facilitate different styles of learning.

Opportunities will be made for:

- whole class teaching;
- group work, organised according to appropriate criteria (i.e. ability, mixed ability, friendship, etc.);
- one-to-one teaching;
- collaborative learning in pairs or groups;
- independent learning.

All areas of the learning environment will be planned for, including, where appropriate, the outside areas, in order to ensure opportunities for a range of practical activities, which will develop appropriate knowledge, skills and understanding.

The classroom will be organised to facilitate learning and the development of independence. For example:

- resources to support learning will be organised according to curriculum subject to facilitate easy access for learners;
- labels and posters should be used wherever necessary to reflect any language diversity in the school, including BSL and Makaton;
- if appropriate, areas for imaginative play will change regularly, in order to give opportunities for a range of play and role-play which will contribute to learning in a purposeful manner;

Adults are expected to keep the school learning environment welcoming and tidy and children from Reception to Year 6 are expected to be involved in the maintenance and care of all equipment and resources.

Classrooms provide a stimulating and purposeful learning environment, including thought provoking and stimulating displays, whilst remaining mindful of children with sensory needs, including sensory overload.

Classroom support is available in the form of both Teaching Assistants and volunteers. These are deployed at the discretion of the Classteacher. Volunteer helpers assist with the many aspects of school life, including supporting reading and providing assistance with school visits. Students are welcomed into school and certain standards of dress and conduct are expected in line with Local Authority policies and procedures.

Excellence is celebrated in display and performance. Each child is given an opportunity to have work displayed during the school year. Sustained effort, including drafting and reworking, is encouraged to enhance standards. School events such as performances are seen as opportunities for all children to demonstrate their own best performance. Children are encouraged to believe that any exhibited work (performance or display) should represent their highest standards of personal achievement. 'Pupil of the Week' and 'Work of the Week' awards are given weekly to celebrate individual academic or behavioural achievement. 'Work of the Week' is also displayed prominently in a shared area of school.

**PERSONALISATION OF LEARNING**

So that we always have the highest possible expectations of individual learners and so they can demonstrate what they can do, understand and achieve, teachers will scaffold and personalise learning according to individual needs.

- pace;
- task;
- relevance;
- resources;
- extension;
- autonomy;
- teacher/adult support.

Teachers will determine these when planning lessons, referring to School Support Plans (SSPs) where appropriate.

Children with special educational needs may receive additional support through 1:1 or small group support where appropriate. Where possible this will be in the class setting, but it is recognised that some targets require intensive work outside the whole class setting. Additionally, advice is sought from relevant external support agencies when and where the need demands it (see Special Educational Needs Policy).

**HOMEWORK**

Homework is considered to be a valuable element of the learning process.

We believe that homework should be set:

- to involve parents in their children's learning;
- to help parents keep abreast of what their child can and cannot do;
- to take advantage of the home context to apply learning;
- to encourage children to talk about their work to their parents and explain what they are doing and how;
- to extend the time for learning, thus enabling children to practise and consolidate their skills and knowledge and strategies;
- to prepare children for secondary school experiences of homework;
- to view learning as a lifelong process and not just restricted to school hours.

The school's agreed practice for homework is that:

- homework is set on a regular basis, for all years, in line with our homework policy. This is typically through Google Classroom (or Tapestry for Reception children), and provision will be made for those who may find accessing these platforms difficult.
- homework will generally follow on from work which has taken place in class but may take many different forms, including reading, learning multiplication facts and spellings. It should not entail new ideas that require explanation from a teacher;
- homework may sometimes consist of preparation for work yet to be done;
- children should understand exactly what they are expected to do, how to do it, and how long it should take;
- homework should sometimes involve the participation of the parents;

### **ASSESSMENT, RECORDING AND REPORTING**

Regular assessments are made of children's work in order to establish the level of attainment and to inform future planning. Formative assessment is used to guide the progress of individual children. It involves identifying each child's progress in each area of the curriculum, determining what each child has learned and what therefore should be the next stage in his/her learning.

Formal summative assessment is carried out at the end of each National Curriculum Key Stage (i.e. in Years 2 and 6) through the use of SATs and teacher assessment. Phonics are tested in Year 1 and re-tested where necessary in Year 2. Y4 take a statutory Multiplication Tables Check. Formal summative assessment in Mathematics, Reading, Grammar, Punctuation and Spelling and Writing takes place towards the end of Terms 2, 4 and 6 from Year 1 through to Year 6. An initial Baseline Assessment is carried out in Reception within the first term of starting school and Foundation Stage Profiles are maintained.

Tasks used to assess learning and progress include:

- group discussions;
- short tests in which children write answers;
- specific assignments for individual children;
- discussions in which children are encouraged to appraise their own work and progress;
- child-focussed observations;
- formal assessments, including SAT tests.
- feedback to children about their own progress is achieved through discussion and the marking of work.

Marking will follow the school's agreed 'Marking and Feedback' policy. Effective marking:

- helps children understand how to improve and comments aim to be positive and constructive;
- is often done while a task is being carried out through discussion between child and teacher;
- of written work is used sensitively and with discretion so that a child can assimilate a limited number of corrections at one time. This will vary according to the age, ability and task.

All results from assessments are analysed and used to inform future planning.

Cross phase continuity is ensured by:

- pre-school liaison meetings;
- cross-phase liaison meetings;
- in-school liaison meetings between staff;
- liaison meetings between Year 6 teachers and those from prospective secondary schools;
- visits to secondary schools by Year 6 children;
- transfer of children's records of progress and summative assessment results.

Records of progress kept for each child are:

- updated as a minimum at the end of Term 2, Term 4 and Term 6 by teachers;
- examined by Classteachers at the start of each academic year as they prepare for a new class;
- retained throughout the child's time at the school and appropriate records passed on to other schools when children leave.

Reporting to parents is done twice a year through parent consultations (typically at the end of Term 1 and at the end of Term 4) and once through a written report at the end of the academic year. Results of individual children's assessments are made available to the parents concerned if requested and the overall statistical profile (but not individual results) is made available to parents, governors, LA and national government.

### **MONITORING AND EVALUATION**

Children's work will be monitored and moderated regularly in each of the core curriculum areas by the Subject Leaders, the SENDCo and Senior Leaders. Regular reviews of monitoring procedures are held with all members of the teaching staff in the form of Pupil Progress Meetings which includes discussions around our Curriculum Map, SEND provision and the impact of the interventions that are used. Subject leaders will regularly monitor teaching and learning. Senior Leaders will observe each Classteacher in a specified curriculum area on a regular basis. The Appraisal cycle informs learning and teaching. (See Appraisal Policy).

### **TEACHING STRATEGIES AND STYLES**

In order to ensure equality of access and effective matching of tasks to needs, teachers will employ a variety of teaching strategies in any one session. This will include:

- provision of an integrated curriculum;
- teacher observation;
- discussion and questioning (open and closed as appropriate);
- previewing and reviewing work;
- interactive teaching;
- listening;
- thought showering;
- providing opportunities for reflection by children;
- demonstrating high expectations;
- providing opportunities for repetition/reinforcement;
- providing encouragement, positive reinforcement and praise;
- making judgements and responding to individual need;

- intervening, as appropriate, in the learning process in order to encourage development;
- providing all children with opportunities for success;
- using a range of communication strategies – verbal and non-verbal.

Activities should show a balance in terms of individual, group and whole class work. Specialist teaching may be available from Subject Leaders when they can be released from class and also in the form of regular support from external specialists such as in Music and PE. Additionally, specialist one-off activities may also be used for enhanced impact on learning (e.g. focussed History days).

The emphasis of our policy is on a good variety of experiences and we encourage children increasingly to take an active role in their own learning. Thus:

- investigative work is used;
- children are encouraged to communicate findings in a variety of ways;
- opportunities are provided for children to become involved in decision making and to take responsibility, along with staff, for their own learning.

At our school we recognise the importance of key skills. Opportunities will be made available across the curriculum to develop:

- application of number;
- communication;
- computing skills
- problem solving;
- working with others;
- improving own learning and performance.

Thinking skills will also be developed across the curriculum. This will include:

- creative thinking;
- enquiry;
- information processing;
- reasoning;
- evaluation.

At our school we recognise the importance of formative assessment and the important role it has to play in creating a learning culture. We believe that formative assessment furthers and deepens learning and consists of four basic elements, underpinned by confidence that every child can improve and an awareness of the importance of children's high self-esteem. The four elements are:

- sharing learning objectives;
- effective questioning;
- self and peer evaluation;
- effective feedback.

Formative assessment carries with it the expectation that, when properly motivated and appropriately taught, all learners can reach a level of achievement which may currently appear beyond them. It

provides a breadth of proven life-long learning skills based on an understanding of how we learn rather than what we ought to be learning. This includes:

- creating a positive learning environment;
- focusing all feedback on specific performance improvements which can be acted on;
- sharing an overview of content, process and benefits of the learning to come;
- engaging learners by posing problems and challenging thinking;
- providing opportunities for learners to meet the challenge in a variety of pairings and with multiple ways of representing their understanding;
- creating space for reflection and meaningful dialogue;
- reviewing what has been learned, how it was learned and how it will be used.

### **LEARNING PROCESSES AND LEARNING STYLES**

Children enter school at different stages of development. Children learn in different ways and at different rates of progress. In the course of learning, children develop their skills through a variety of processes and learning styles. These include:

- investigation;
- experimentation;
- listening;
- observation;
- talking and discussion;
- asking questions;
- child-initiated play;
- practical exploration and role play;
- retrieving information;
- imagining;
- repetition;
- problem-solving;
- making choices and decision-making.

At our school opportunities are organised to allow children access to these processes, and for them to develop their own strategies to gain knowledge and skills. We aim to provide opportunities to develop a wide range of learning styles. We recognise that each child has a unique way of learning and that learning preference is affected by previous experience, competence, confidence, beliefs and values. We shall ensure that learning is accessed by as many means as possible.

Planning will incorporate as many styles of working as possible. These styles include:

- individual learning;
- collaborative learning in small groups, or pairs;
- one to one learning with an adult, or more able child;
- whole class;
- independent learning.

Group work may include friendship, matched ability, mixed ability, etc., appropriate to the activity. Collaborative learning is encouraged, although some periods of the day may be set aside for silent work.

We feel that our children learn best when:

- they are happy, healthy and alert – receptive and positive
- they are interested and involved – learning is relevant and stimulating
- the purpose of a task is understood – they understand why they are doing it
- they feel secure – in terms of environment, relationships and learning
- they feel valued – teachers and other adults care about their development as learners
- they have opportunities to explore and take risks
- they are actively involved, making choices and taking responsibility in their learning
- they have an element of control and can work with independence
- they receive positive feedback and praise for achievements
- the learning environment is well-organised and resources are easily accessed
- tasks are differentiated, matched to the child
- learning is built on existing knowledge and experience – clearly defined small steps
- they have opportunities to talk about their work, reflecting, discussing and sharing ideas
- the teacher is knowledgeable, enthusiastic and motivated

Effective learning is ensured through the process of monitoring successful teaching (see monitoring policy) and children's learning outcome i.e. Baseline Assessment, standardised assessment results and SAT results.

Successful teaching takes account of children's prior learning and must ensure continuity and progression.

Linked to the above, successful teaching is:

- confident – teachers have a clear understanding of subject knowledge and setting objectives
- high expectation – there is optimism about, and high expectation of success
- well planned – there is differentiation with methods and organisation strategies which match curricular objectives and needs of all children
- interactive – children's contributions are encouraged, expected, extended
- characterised by high quality oral work
- well-paced – there is a sense of urgency, driven by the need to make progress and succeed
- informed – by assessment outcomes

## **RESOURCES**

Classroom and central resources are the responsibility of classroom teachers and Subject Leaders who ensure that:

- there is a range of appropriate, accessible and labelled resources available for which children can select materials suitable to the task in hand;
- all children know where classroom resources are kept and the rules about their access and use;
- children are encouraged to act independently in choosing, collecting and returning resources where appropriate;
- the library is a valued resource and used appropriately;

- children work together to establish an attractive, welcoming and well organised environment engendering respect, care and value for all resources.

Each classroom will be equipped with a basic set of resources and books appropriate to the age range. Specialist resources will be stored in the appropriate curriculum resource cupboard/area, and will be regularly audited by the Subject Leaders. Consumables will be replenished as necessary. Staff may contact Subject Leaders with suggestions for specialist materials which may need ordering.

Children will be taught how to use all resources correctly and safely, with care and respect and with regard for Health and Safety and waste. Care will be taken to ensure that resources reflect the cultural and linguistic diversity of our society, and that all children have equality of access.

At our school the use of visits and visitors to enrich the curriculum is valued and these are used throughout the school to widen children's experiences and support learning across a range of subject areas.

Time is a resource that we value. To maximise its use:

- as children progress throughout the school they are encouraged to take greater control of their own learning, including their use of time;
- opportunities for learning are maximised by ensuring that tasks are made specific by focused objectives;
- teachers will encourage children to work within given time scales, and will facilitate the effective use of time through the provision of appropriate resources and planning extension activities;
- all children engage in useful activities upon entering the classroom and know what to do between the end of an activity and the end of a session.

Computing equipment is a resource, which is used across the whole curriculum.

Health and Safety issues are the responsibility of all who work in the school. Two members of staff are nominated as Health and Safety representatives and all problems should be reported to them. These are the Headteacher and Site Manager.

## KEY POINTS OF OUR TEACHING AND LEARNING POLICY

### Aims

- Deliver high-quality education tailored to each child's needs through diverse teaching methods.
- Promote a safe, stimulating, and creative learning environment fostering curiosity and interest.
- Support children in developing knowledge, skills, confidence, and metacognitive strategies.
- Reflect Christian values while respecting other cultures and beliefs.
- Foster effective partnerships between school, home, church, and community.

### Principles of Teaching and Learning

- Learning is a shared responsibility involving staff, children, parents, governors, and the local community.
- Focus on inclusivity, high standards of behaviour, self-discipline, and well-being.
- Encourage partnerships that enhance children's educational experiences.

### Teaching Strategies and Organisation

- Teachers employ diverse strategies including whole-class, group, and one-on-one teaching, with a focus on independent and collaborative learning.
- Personalised learning is central, with differentiated tasks and support for special educational needs.
- Assessment strategies include both formative and summative methods to guide and track children's progress.

### Roles and Responsibilities

- Teachers are role models who provide an ambitious and continuous curriculum.
- Parents support their child's education through consistent attendance, engagement in learning, and open communication.
- Governors and community members contribute resources, monitor outcomes, and provide enrichment activities.

### Ethos and Values

- The school fosters a welcoming atmosphere of respect, compassion, and courage.
- Excellence is celebrated through displays, performances, and recognition of achievements.

## HOW OUR VISION UNDERPINS THIS POLICY

The Teaching and Learning Policy at St. Peter & St. Paul CE Primary School is rooted in the school's commitment to *'Striving for excellence together in a caring Christian community.'* It recognises that effective education is a collaborative process involving children, staff, parents, governors, and the wider community. The rationale for the policy includes:

- **Holistic Development:** The policy seeks to nurture every child's academic, social, emotional, and spiritual growth, building confidence and resilience.
- **Inclusive Education:** Grounded in Christian values such as respect, compassion, and courage, the policy also promotes tolerance and appreciation of diverse beliefs and backgrounds.
- **Child-Centred Learning:** By focusing on personalised learning approaches and metacognitive strategies, the school empowers children to plan, monitor, and reflect on their learning journey, fostering independence and critical thinking.
- **High Expectations and Continuous Improvement:** The emphasis on high-quality teaching, structured assessment, and effective feedback ensures that children are supported in reaching their full potential.
- **Partnerships for Success:** Strong relationships between school, home, church, and the local community enrich the educational experience and support the holistic well-being of each child.
- **Lifelong Learning:** The school promotes learning as a continuous journey, instilling curiosity, a love for knowledge, and the ability to adapt in a changing world.