TO DO IN FACULTY GROUPS

1. What do you want to implement <u>across your faculty</u> to improve students':

- Time management and planning skills

- Study notes and learning techniques

   Develop a faculty policy document around this?

2. Whole School Practices? Do you think anything your faculty wants to implement (or already does) should be a whole school practice? Record these ideas for a potential committee to explore.

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Stimulus Questions/Ideas

TIME MANAGEMENT:

- Consider how your school educates students out of the 'Primary school mindset' – how do students at your school learn that secondary school has different expectations?

- Ensure your school (or class) has clear and realistic guidelines about how much work is expected and that students (and teachers) know these expectations.

- Ensure your classes are clear on what they should work on for your subject if they have no homework (maybe put together a sheet with ideas).

- Consider a school-wide or faculty approach to a homework policy. How often should teachers check homework? What if students don't do the work, what are the consequences for homework not done?

PLANNING:

   How well does your department:

- Model chunking down assignments, then gradually withdraw the level of support to a scaffold?

- Provide opportunities for class and peer sharing during the course of the assignment?

- Audit or self-audit for the required skills for the task?

- Provide feedback during the 'Reseach' phase?

- Provide feedback during the 'Execution' phase?

- Provide feedback during the 'Presentation' phase?

- Systematise the integration of the feedback process into the assessment task?

- Assess the quality and effectiveness of the feedback given?

STUDY TECHNIQUES:

- Do you know how your students study? Is there discussion around approaches before a test or exam?

- What do individual teachers do? What strategies have they taught to their classes?

- Does your faculty as a whole teach students how to study and revise effectively?

- You may like to look at some of the techniques on Page 15 and 16.

STUDY NOTES:

Imagine a school where:

- All teachers modelled or scaffolded making notes for their subject.

- All teachers set making notes as homework or assignments.

- Teachers kept examples of notes to share with students.

- Students were rewarded for making notes (bonus marks).

- Students were accountable for having notes done by certain times.

- Students had the opportunity to see other students' notes.

- Students received feedback on their notes at test time.

- Students worked collaboratively to create notes.

- Students became proficient at giving feedback on each other's notes.