



## **BEAUTIFUL BEGINNING ACADEMY TEACHING AND LEARNING POLICY**

### **Introduction:**

This Teaching and Learning Policy focuses on equipping class teachers with the essential skills to ensure the quality of education at Beautiful Beginning Academy. It is structured into three key sections: preparing the learning context, introducing the lesson, and the plenary.

### **Preparing the Lesson Context:**

Effective planning for learning entails:

- Defining specific learning objectives, either building on prior knowledge or assessment results.
- Adapting instructional materials to cater to Individual Education Plans or group targets when necessary.
- Crafting tasks that are relevant to all students' experiences and closely aligned with the curriculum.
- Outlining the lesson structure, specifying activities, and required resources, all within a defined time frame.
- Employing a diverse range of teaching styles.

### **Introducing the Lesson:**

When introducing a lesson, the teacher should:

- Capture the students' attention and establish connections with prior learning, clarifying objectives and expectations.
- Ensure that any instructional materials are visible to all students.
- Maintain an appropriate pace for the lesson.
- Utilize both open and closed questions, targeting individual students as needed.
- Employ strategies to ensure the active participation of all students and manage disruptions effectively.
- Model and scaffold the learning process.
- Concentrate on the defined learning objectives.
- Provide verbal feedback to students.
- Have strategies in place to handle latecomers and ensure a smooth transition to the next section.

### **To support group and individual activities, the teacher should:**

- Provide assignments closely aligned with the learning objectives, suitably differentiated to meet individual student needs.
- Establish systems to facilitate independent and collaborative group work.
- Maintain manageable group sizes.
- Engage with one or two groups as needed, participating in discussions when appropriate.
- Clearly communicate time frames before and during the session.
- Encourage students to take responsibility for their own work.

### **The Plenary (Lesson Review):**

To maximize the benefits of the session, teachers should:

- Regain students' attention and clarify the purpose and expectations, connecting them to the learning objectives.
- Allow students to evaluate their work while preserving the pace and rigor of the lesson.
- Identify and address any misconceptions.
- Summarize key facts, ideas, and vocabulary.
- Provide an overview of the next lesson.
- Assign homework as appropriate.

### **Approaches to Learning:**

Promoting effective approaches to learning can be achieved through:

- Maintaining well-organized and labelled instructional resources.
- Training students in proper procedures and routines.
- Ensuring that students are aware of what to do upon completing an activity.
- Encouraging students to seek help from peers, student teachers, and parent helpers, not solely relying on the teacher.

This Teaching and Learning Policy outlines our commitment to fostering a conducive learning environment and equipping our teachers with the tools and strategies necessary to promote quality education at Beautiful Beginning Academy.

### **Related Documents:**

- Behaviour Policy
- Homework Policy
- SEN Policy

Date of Policy: [Insert Date]

Signed: [Head Teacher's Name]

Head Teacher, Beautiful Beginning Academy, Abuja