



# Stella Maris School

## Teaching and Learning Policy

**Updated:** Sept. 2025

**Review Date:** Sept 2026

Stella Maris School is committed to Safeguarding and promoting the welfare and well-being of all members of the school. All school staff and volunteers who work in the school are expected to share this commitment and vision.

This Policy was written in consultation with the Trustees, Headteacher and the staff of Stella Maris School with due regard to our mission statement.

*“At Stella Maris we endeavour to put the children at the centre of everything we do. Our mission is to educate, nurture and instil traditional values and cherish our children. We inspire them to achieve their best in every aspect of their lives.”*

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## 1. Aims

This policy aims to:

- Explain how we create an environment at Stella Maris School where pupils learn best and love to do so
- Summarise expectations to make sure everyone is committed to achieving a consistent approach to teaching and learning across our school
- Promote high expectations and raise standards of achievement for all pupils in our school
- Involve pupils, parents/carers and the wider school community in pupils’ learning and development

## 2. Our Guiding Principles

Pupils learn best at our school when they:

- Have their basic physical needs met
- Feel secure, safe and valued
- Feel a sense of belonging to their class and school community
- Are engaged and motivated
- Can see the relevance of what they are doing
- Know which outcomes are intended
- Can link what they are doing to other experiences
- Understand the tasks they are being asked to do
- Have the physical space and the tools needed to complete the tasks
- Have access to the necessary materials
- Are not disrupted or distracted by others
- Can work with others or on their own, depending on the task
- Are guided, taught or helped in appropriate ways at appropriate times
- Are able to put into practice what they are learning
- Can apply their learning in both familiar and new contexts
- Can recall and retain information already covered

- Can persevere when learning is hard
- Can manage their emotions if things are not going well
- Recognise that all learners make mistakes and mistakes can help us learn

### 3. Roles and Responsibilities

Teaching and learning at Stella Maris School is a shared responsibility, and everyone in our school community has an important role to play.

#### Teachers

Teachers at our school will:

- Follow the expectations for teaching and professional conduct as set out in the [Teachers' Standards](#)
- Actively engage parents/carers in their child's learning, via daily communication through verbal interaction and use of the Reading Record/Communication Books
- Update parents/carers on pupils' progress through frequent parent meetings and written reports on their child's progress at specified points in the school year
- Meet the expectations set out in school policies relating to the Curriculum Policy, individual subject policies, Behaviour Policy, Marking and Assessment Policy and other policies relating to education and learning

#### Support Staff

Support Staff will:

- Support teaching and learning with flexibility and resourcefulness
- Know pupils well and differentiate support to meet their individual learning needs
- Use agreed assessment for learning strategies
- Use effective marking and feedback as required
- Engage in providing inspiring lessons and learning opportunities
- Give feedback observations of pupils to teachers
- Identify and use resources to support learning
- Have high expectations and celebrate achievement
- Demonstrate and model themselves as learners
- Meet the expectations set out in school policies relating to the Curriculum Policy, individual subject policies, Behaviour Policy, Marking and Assessment Policy and other policies relating to education and learning

## Subject Leaders

Subject Leaders will:

- Help to create well-sequenced, broad and balanced Curriculum plans that build knowledge and skills
- Sequence lessons in a way that allows pupils to make good progress from their starting points
- Drive improvement in their subject, in consultation with the Headteacher and work with teachers to identify any challenges
- Moderate progress across their subject
- Improve on weaknesses identified in their monitoring activities
- Create and share clear intentions for their subject
- Meet the expectations set out in school policies relating to the Curriculum Policy, their individual Subject Policy, Marking and Assessment Policy and other policies relating to education and learning

## Senior Leaders

Senior Leaders will:

- Have a clear and ambitious vision for providing high-quality, inclusive education to all
- Celebrate achievement and have high expectations for everyone
- Hold staff and pupils to account for their teaching and learning
- Plan and evaluate strategies to secure quality teaching and learning across the school
- Manage resources to support high-quality teaching and learning
- Provide support and guidance to other staff through coaching and mentoring
- Input and monitor the impact of continuing professional development (CPD) opportunities to improve staff's practice and subject knowledge
- Address underachievement and intervene promptly
- Meet the expectations set out in all relevant school policies

## Pupils

Pupils will:

- Take responsibility for their own learning, and support the learning of others
- Meet expectations for good behaviour for learning at all times, respecting the rights of others to learn
- Attend all lessons on time and be ready to learn

- Be curious, ambitious, engaged and confident learners
- Know their targets and how to improve
- Put maximum effort and focus into their work
- Complete HW activities as required
- Meet the expectations set out in all relevant school policies

## Parents/Carers

Parents/Carers of pupils will:

- Value learning
- Encourage their child as a learner
- Make sure their child is ready and able to learn every day
- Support good attendance
- Participate in discussions about their child's progress and attainment
- Communicate with the school to share information promptly
- Provide resources as required to support learning
- Encourage their child to take responsibility for their own learning
- Support and give importance to home learning and HW activities set by class teachers

## Trustees

The Trustees of Stella Maris School will:

- Monitor that resources and funding are allocated effectively to support learning
- Monitor the impact of teaching and learning strategies on pupils' progress and attainment, promoting high-quality teaching
- Monitor the effectiveness of this Teaching and Learning Policy and hold the Headteacher to account for its implementation

## 4. Planning

At Stella Maris School we have a comprehensive Curriculum Policy which outlines our approach to the teaching and learning which takes place within the various subjects in our Curriculum provision. Lessons are planned well to ensure good short, medium and long-term progress.

Each subject area has a subject policy which is monitored, reviewed and updated on an annual basis.

Our Early Years Foundation Stage (EYFS) Policy gives more details on our school's teaching and learning in the Pre-Prep Department and is monitored and operated by our EYFS Lead.

## **5. Learning Environment**

When pupils are at school, learning will take place in class group allocated classrooms with their class teachers.

These spaces will be kept safe, clean and ready for pupils to use them.

They will be arranged to promote learning through:

1. Comfortable and attractive room spaces with features such as reading corners and quiet areas, where applicable.
2. Displays that are attractive and support pupils' learning.
3. Evidence of children's work which has been produced to enhance the teaching and learning taking place in the classroom.
4. Access to revision materials and resources of work already covered.
5. Accessible resources for learning such as books, worksheets and other equipment.
6. A seating layout that allows everyone to see the whiteboard and participate while maintaining health and safety requirements.
7. Other learning areas around the school which are attractively decorated and designed to promote and foster learning.

## **6. Differentiation or Adaptive Teaching**

Teaching and learning at Stella Maris School takes the background, needs and abilities of all pupils into account. We will differentiate or adapt learning to cater to the needs of all our pupils, including:

- Pupils with special educational needs and/or disabilities (SEND) where necessary
- Pupils with English as an additional language (EAL) where necessary
- Disadvantaged pupils
- Pupils that are gifted and talented/most able

Class teachers work with the support staff and the SENCO to adapt teaching for the above groups, where appropriate, using our school SEND Policy. Equality and Diversity Policy and our Accessibility Policy.

## **8. Marking and Feedback**

Feedback will clearly explain to pupils what they are doing well and what they need to do next to continue to improve their work.

It will be given as part of daily class lessons by verbal feedback, soft and hard marking in line with our Assessment Policy and be used appropriately according to age and ability.

## **9. Assessment, Recording and Reporting**

We will track pupils' progress using a combination of formative and summative assessment as outlined in our Assessment Policy.

We will provide regular targets for pupils and provide frequent parent meetings to discuss progress, as well as sending home school reports at specific times during the school year.

## **10. Monitoring and Evaluation**

We will monitor teaching and learning at Stella Maris School to make sure that all our pupils make the best possible progress from their starting points.

The Headteacher, School Teacher, Subject Leaders and the Trustee with responsibility for the Curriculum will monitor and evaluate the impact of teaching on pupils' learning through:

- Conducting Learning Walks
- Scrutiny of work
- Reviewing marking and feedback
- The Pupil Voice
- Analysis of Tracking Data

## **11. Review**

**This policy will be reviewed on an annual basis. The next review will take place in Sept. 2026.**