



Notes/Examples - Policy



Pupils of all abilities and at all levels should be given the opportunity by their class teacher to copy notes/examples for each lesson where appropriate. This will assist with revision and should, therefore, improve mathematical ability and thus raise attainment.

The length of notes/examples should differ for pupils depending on their ability and stage of learning. Class teachers shall set examples neatly and logically and should, therefore, expect pupils to follow them precisely. Reminders and explanations can be given in the form of a 'note' and can provide the pupil with an opportunity to revise topics using a 'simpler language' rather than the 'mathematical' language often found in textbooks.

It is important to ensure notes/examples are kept separately from the normal class work and class quizzes etc. This could be done by simply using the back of their class work jotter or by keeping a separate notes/examples jotter altogether.

The class teacher should ensure all pupils copy notes/examples neatly and accurately and should encourage pupils to use different coloured pens and highlighter pens etc. if they prefer.

If pupils find copying notes a particularly difficult task then printed notes or electronic copies of power points could be issued on request.

It is vital that pupils have notes / examples on all of their topics. If they are absent, they must ask their teacher for a note of what was missed.