



CURRICULUM POLICY

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Aims of the Curriculum

To provide a curriculum which supports and reinforces the school's carrying out of its aims which:

1. is appropriate for the ultimate goals of Common Entrance and scholarship;
2. allows a sensible balance between academic and non-academic subjects, given the demands on time for Common Entrance and Scholarship;
3. contributes, along with the considerable range of extra curricular opportunities, to the major ideal of a broad education for every boy at the school.
4. to prepare the boys for Senior School pre-tests at various ages.

The Head of Department for each subject:

- directs, monitors and advises members of the Department;
- together with members of the Department, and within the aims of the School (including the requirements for Common Entrance, Scholarships, and pre-tests) develops the subject curriculum. (It should be emphasised that, whilst it is the duty of every subject teacher to be informed about the National Curriculum, the School only follows it in so far as it is included in the Common Entrance curriculum, or assists in fulfilling the aims of the subject's curriculum);
- provides a subject policy including a marking policy;
- holds departmental Meetings;
- organises, reviews, orders and publishes an inventory of resources;
- ensures staff are aware of all resources;
- works with other Heads of Department in further developing the School's curricular aims;
- arranges staff training (every member of staff is expected to attend a course at least every 18 months);
- stays up-to-date in developments in the subject;
- ensures that the Department adheres to the Health and Safety policy and that the records and documentation required for Health and Safety are kept up to date;
- monitors work in the subject throughout the School including assessment and record keeping.
- after each work card, the computing dept provides the HOD of a setted subject with a list of standard grades which are then analysed and referred to the Head and

Director of Studies.

- keeps careful watch that each boy is in the right set/stream.
- provides report masters for subjects where there is more than one teacher in the year group.

Subject Teachers

- decide the objectives for the teaching;
- prepare teaching plans;
- evolve schemes of work in line with the School and Departmental curriculum policies;
- assess the work and progress of pupils;
- complete reports and work cards by the required time and in accordance with the school policies on each of these;
- ensure that all resources required are available to the boys;
- ensure that boys are given Preps on the allocated evenings (see guidelines on Preps), and that they do Preps. No member of staff is to allow a boy to fail to do a Prep except for absence through illness or unless authorised by the Headmaster;
- ensure the marking of boys' work is up to date and that boys are advised in a positive manner of where their work can improve;
- ensure that boys are comprehensively prepared for examinations, that they have all the material necessary for revision and private preparation for examination, and have written guidelines on how to revise. In the case of boys doing Common Entrance a revision programme for their final year should be devised. School exams should test understanding as well as recall. When doing revision in class for School exams boys must not be prepared for specific questions;
- teach boys Study Skills;
- promote initiative in boys;
- work on developing all skills detailed in the Scheme of Work;
- be prepared for discussions with parents on their boy's work. Every parent has the option of attending two parents' evenings a year and parents may make appointments to see staff at other times;
- ensure that standard procedures coming into, during, and at the end of classes, are followed;

- be prepared to give short out of class sessions for boys whose work needs reinforcing, and wherever deemed genuinely necessary to either give extra tuition sessions for which parents must be advised, agree to, and pay, or arrange with parents what another tutor should be covering;
- have attractive display in the classroom, which is either celebratory or instructive (preferably a mixture of both). Display should always appear fresh.

Curriculum emphasis

The academic side is the most important. Music (Choirs, Orchestras, Groups and individual learning), Major Sports (Rugby, Cricket and Football) and Art are the next most important pursuits in the School. Academic lessons must be missed only for an outing which has been agreed with the H.M. or for Music Lessons. The Music Timetable organiser, wherever possible, will try to avoid a boy missing an academic lesson. Certainly, no boy is to miss more than one academic lesson a week for individual Music tuition - as well as encouraging the learning of a musical instrument, the disadvantages of a boy missing academic lessons is strongly emphasised to parents by the Head of Music. The boys have many other opportunities to do other activities, both as basic to every boy's curriculum and as optional extra curricular activities. However, it must be emphasised that the activities which are not part of the published 9.00 a.m. to 4.00 p.m. timetable are optional and are always secondary in priority to the Academic Music, Major Sports, and Art pursuits.