



Daily Learning and Task Colleague Agreement 2022-23

Core learning skill (agreed instruction and practice)

Reading: Targeted readers (those below 100 SS) will be heard every day. All other pupils will be heard twice a week as a minimum. On each occasion, feedback will be written in home-school reading diaries with questioning reference from the Attenborough Reader proforma.

Handwriting: Follow the Penpals Handwriting sessions in all key stages and complete x1 unit each week. Unit sessions should provide both teaching instruction and practise opportunities.

SPAG/Phonics: FS and KS1 – Daily following SoundsWrite programme (session duration = 30 minutes) KS2-SPAG or Phonics will be taught daily in Years 5/6 and on at least x3 occasions each week in Years 3/4

Mental Maths (Fluency): FS, KS1 and LKS2 – Daily (session duration up to 10 minutes)

Agreed Learning Schemes

Mathematics: Maths No Problem	Phonics: SoundsWrite	Handwriting: Penpals
Reading: Attenborough Reader	Writing: Attenborough Steps to Success	Science: Developing Experts
Art & Design: CUSP	Relationships: Discovery Learning	Physical Education: PE Hub & Swimming Association
Religious Education: MOD Schools	Forest Schools: Wild Award Scheme	

Registration requirements

Completion time

All registers are to be completed within 20 minutes of the AM and PM session starting times. Deadlines are AM = 0905hrs and PM =1320hrs.

Coding to be used

Registers should be marked as follows if class teachers are made aware via Seesaw: if unsure – all teachers should use the code N.

I – Illness

H – Holiday authorised (*copies of all authorised term time leave will be provided in pigeon holes*)

G – Holiday unauthorised

M – Medical

N – unauthorised absence no reason given – *these absences should be reported to the Main School Office via TEAMS, email or handwritten message (delivered by pupils)*

Informing all pupils of their school lunch

Class teachers as part of registration must ensure that all children are informed of their school lunch that day.