



SEVENOAKS
PREPARATORY SCHOOL

Curriculum policy

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| Status and Review Cycle: | Statutory / Annual |
| Policy reviewed and amended: | 8.9.21 James Ashcroft |
| Next review date: | 30.8.22 |
| Governor Lead: | Mr Derry Wiltshire |
| Policy Holder: | Mr James Ashcroft james.ashcroft@theprep.org.uk |

CURRICULUM POLICY

The Head, Chair of Governors and Deputy Head ensure that:

- we have a written policy on the curriculum, supported by the appropriate plans and schemes of work, providing for matters specified in the aims below
- the schemes of work are effectively implemented
- the policy, plans and schemes of work consider the ages, aptitudes and needs of all pupils, including those with an EHC plan or an IEP
- the policy, plans and schemes of work promote the fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs reflected in our 'Way of Life'

AIMS

- to provide full-time supervised education for pupils of compulsory school age (construed in accordance with section 8 of the Education Act 1996), which gives pupils experience in linguistic, mathematical, scientific, technological, human and social, physical and aesthetic and creative education
- to ensure that pupils acquire speaking, listening, literacy and numeracy skills
- to provide personal, social, health and economic education (PSHEe) which reflects the school's aims and ethos and encourages respect for other people, paying particular regard to the protected characteristics set out in the 2010 Equalities Act of Age, Disability, Gender reassignment, marriage or civil partnership, pregnancy or maternity, Race, Religion or belief, sex and sexual orientation.
- to provide a programme of activities for pupils under compulsory school age, which is appropriate to their educational needs in relation to personal, social, emotional and physical development and communication and language skills
- to ensure that pupils below compulsory school age are provided with a programme of activities which is appropriate to their educational needs in relation to personal, social, emotional and physical development and communication and language skills
- to ensure that ALL pupils have the opportunity to learn and make progress
- to provide effective preparation of pupils for the opportunities, responsibilities and experiences of life in British society according to Fundamental British Values.
- provide pupils with a full and rounded entitlement to learning.
- promote a healthy lifestyle
- inspire pupils to have commitment to learning which will last a lifetime and encourage a growth mindset
- promote high standards in all learning and teaching
- promote community cohesion

The principal language of instruction is English. Lessons are delivered in written and spoken English and support is provided for pupils whose first language is not English.

Religious education is also provided for all pupils.

An appropriate programme of career and enterprise education takes place in KS3 which is presented in an impartial manner, enables them to make informed choices about a broad range of career options and helps to encourage them to fulfil their potential.

EQUAL OPPORTUNITIES

Entry to all programmes of study is based on academic suitability and appropriateness, regardless of sex, race, disability, religion or belief. All pupils have the opportunity to learn and make progress.

Disabilities:

In accordance with the statutory requirements the school aims to make the curriculum accessible to all pupils as far as is reasonably practicable. The school has an Accessibility Plan which is available to parents on request.

SPECIAL EDUCATIONAL NEEDS

Where a pupil has an EHC plan, education is provided which fulfils its requirements. A policy has been written and put into practice according to the *Children and Families Act [2014]* and the *SEN and the Disability Code of Practice, 0-25 years 2015 (SEND Code 2015)* and the *Equality Act*. PEPs and Pupil Passports (IEPs) are written and progress and support is recorded for pupils with significant learning difficulties or disabilities, ensuring that all needs are catered for.

DIFFERENTIATION

A variety of differing teaching and learning methods and materials are used in all courses to suit pupils' different needs. This is supported by the Learning Support, HLP and EFL departments.

SUBJECTS OFFERED

Each subject has a designated Head of department in the Prep and a Subject Coordinator in the Pre-Prep (Appendix A)

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| KS1 | Subject teaching can be topic based. Curriculum provided in English [listening, speaking, reading and writing], mathematics, science, history, geography, French, art, DT, physical education, games, music, religious education, PSHEe, Computer design and creativity, swimming, outdoor education. |
| KS2 | Curriculum provided in English [listening, speaking, reading and writing], mathematics, science, history, geography, French, Spanish [Y6 only], art, DT, physical education, games, music, religious education, PSHEe, computer design and creativity swimming [Y3 only], drama, Outdoor learning, study skills, critical thinking. |
| KS3 | Common Entrance curriculum provided in English [listening, speaking, reading and writing], mathematics, science, history, geography, French, Spanish, art, DT, physical education, games, music, religious education, PSHEe, Computer design and creativity, drama, philosophy, critical thinking. |

Pupils are set for mathematics from Years 3 to 6. In Year 7 and 8, pupils are set in three major subject groupings: maths/science, English/humanities, Spanish/French. Occasionally, pupils will opt out of French or Spanish if SEND support is in place or an alternative program is deemed more suitable for an individual pupil.

RELIGIOUS EDUCATION

Religious education is available to all pupils. Parents have the right to withdraw their children from religious education.

Collective worship

All pupils up to Year 8 are expected to take part in weekly collective worship. The worship is of a broadly Christian ethos, but it is not distinctive of a particular Christian denomination.

The school has a programme of collective worship involving some whole-school assemblies, house assemblies and tutor group assemblies. Whole school assemblies take place at least once every half-term, House assemblies once per term, In the Prep School form periods take place once per week.

Parents have a right to withdraw their children from acts of collective worship. Parents should inform the Head or Head of Pre-Prep, in writing, if they wish to withdraw their child from collective worship.

Relationship and sex education

The school provides sex education in the basic curriculum for all Prep pupils, in which pupils are encouraged and guided by moral principles and taught to recognise the value of family life.

A full statement of the school's sex education policy (contained within the Values Policy) is available to parents with details of timings and lesson content. It has been drawn up in consultation with staff, pupils and parents, and takes into account the views of representatives from the community. It has regard for the government's guidance in *Sex and Relationship Education Guidance (0116/2000)* and *2008 Review of RSE and the Children, Schools and Families Act 2010*.

In accordance with the law the biological aspects of human reproduction remain compulsory for all pupils, but parents may withdraw their children from any other part of the sex education provided without giving reasons.

RSE is taught as an independent subject from time to time, throughout the academic year, using consultants and school teaching staff, to Years 5 to 8.

Aspects of RSE are taught within RE, PSHEe and science classes. RSE lessons to Years 5 to 8 are taught by members of the teaching staff and school nurse.

The Head of PSHEe works closely with any external organisation, ensuring good communication at all times.

The governing body have determined that the RSE curriculum should start with Y5.

POLITICAL EDUCATION

The promotion of partisan political views in the teaching of any subject in the school is forbidden by law. Where political issues are introduced they are presented in a balanced manner.

COMMUNITY COHESION/ FUNDAMENTAL BRITISH VALUES (FBV)

The whole school values a society in which there is a common vision and sense of belonging by all communities; a society in which the diversity of people's backgrounds and circumstances is appreciated and valued; a society in which similar life opportunities are available to all; and a society in which strong and positive relationships exist and continue to be developed in the workplace, in schools and in the wider community. The school's 'Way of Life' forms the backbone our school ethos

and describe the rules by which our pupils and staff function within the school community. These are reflected in the PSHEe curriculum, the school song and form the basis for Form assemblies.

PE AND GAMES

All pupils are expected to take part in the school's physical education and games programme. Pupils can only be excused from PE and games lessons for medical reasons, for which a note from a parent will suffice, or other reasons agreed with the school. A mobile telephone is always available for activities in remote locations.

EXTRA-CURRICULAR ACTIVITIES

All children receive a rich provision of classroom and extra-curricular activities. The school has a wide and varied programme of cultural, intellectual and sporting activities that take place outside the formal curriculum. These are activities that develop a range of character attributes, such as resilience and grit, which underpin success in education and employment. All pupils are expected to take part in the programme of sports matches but other activities are optional. The school is continually focussing on the development of the range/variety and staffing of the extra-curricular activities offered. The school has a charging and remission procedure which is communicated to parents by the Bursar.

HOMEWORK

All schools have the right to determine their homework policies and this school expects homework to be set as appropriate. As guidance the school expects pupils to spend the following times on homework:

In the Pre-Prep school weekly homework expectations are as follows:

Reception: Daily Reading sent home with contact book; CVC word building

Year 1 reading each evening
30 minutes maths or topic
weekly spelling revision for test

Year 2 reading twice per week
30 minutes maths
40 minutes on a 'finding out' activity
weekly spelling revision for test

In the Prep School weekly homework expectations are as follows:

Year 3 20-30 minutes twice a week (three times a week after Christmas) comprising of writing/grammar and mental arithmetic
Humanities homework grid differentiated by task and ability for the weekend H/W
Weekly spelling and tables revision for test;
10 minutes reading to an adult each evening.

Year 4 20-30 minutes per evening comprising of reading, writing/grammar, maths, science or topic work;
Weekly spelling and tables revision for test.

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| Year 5 | 30-45 minutes per evening of one subject from the following list: English, mathematics, science, French, humanities. Weekly spelling list. |
| Year 6 | 45-60 minutes per evening of one subject from the following list: English, mathematics, science, humanities. [30 minutes of Spanish & French] Weekly spelling list. |
| Year 7 | 60 minutes per subject across the week from the following list: English, science, history, geography. 90 minutes of mathematics. 30 minutes of Spanish & French Weekly spelling list. |
| Year 8 | 60 minutes per subject across the week from the following list: English, science, geography, history. 30 minutes of Spanish & French. 90 minutes of mathematics. |

CONCERNS AND COMPLAINTS

Parents who have concerns about any aspect of the curriculum should discuss these in the first instance with the pupil's Form Teacher. If necessary, the teacher may refer the issue up to the Head of Department, Assistant Heads, Deputy Head, Head of the Pre-Prep or the Head as appropriate.

Complaints made directly to any of the latter will usually be referred to the Form teacher. If the issue is not resolved parents should make an official complaint in writing to the Head. For procedures beyond this please refer to the SPS Complaints Procedure which can be found on the website or via the school office.

MONITORING AND REVIEW

This policy will be monitored by the Deputy Head and assisted by the SMT who will report to the Head on its implementation on a regular basis.

The Head will report to the Governing Body's Curriculum Committee on the progress of the policy and will recommend any changes.

Appendix A

HEADS OF DEPARTMENT (SUBJECT)

| SUBJECT/AREA | PERSON RESPONSIBLE |
|-----------------------|---------------------------|
| ART/DT | S Fuller |
| DRAMA | R Collings |
| ENGLISH | J Wallis |
| EYFS | L Rowland |
| FRENCH | A Clark |
| GAMES & PE | D Abblet / A Bailey |
| HUMANITIES | L. Wallis |
| ICT | K. Evers |
| KS1 | S. Wake |
| EAL | E Ford |
| MATHS | H. Niemand |
| MUSIC | I McEwan |
| PSHEe/RSE/RSHE | K. Hougham |
| SCIENCE | J Rolls |
| SEND | H Shere |
| SPANISH | E Ashcroft |