



## Tutor Time Provision

Positive Discipline Tutor Time provision at Headlands School takes place between 1.25pm and 1.45pm.

Tutors are the key person who:

- Links the student and home.
- Connects the student with school staff and with other students.
- Monitors academic and personal progress of students, in particular through Positive Discipline.
- Provides information to other staff about their tutees.

Every day the Tutor will:

- Take the Tutor Register.
- Check Uniform.
- Give out notices or information to the whole group of individuals.
- Checking students have the right equipment for learning.

Once per week Tutors will meet with students on a 1-2-1 basis and:

- Check Student Planners are signed by Parents / Carers.
- Delivery a Tutor Activity as per our Tutor Time Curriculum Plan during a rotating 1 hour Tutor Period
- On an individual basis discuss and process the student's achievements and / or comments in relation to Positive Discipline.
- Take part in a Tutor Quiz.
- Attend Assembly

Once per ½ term Tutors will:

- Support Student Council Representatives gather and discuss student views.
- Organise something for charity.
- Organise a Tutor Quiz for the school.
- Celebrate Tutor & Student Performance, in particular in relation to attendance, academic performance and attitudes to learning.

Year's 7 - 9 Tutor Time students undertake quiet independent reading.

Year 10 Tutor Time is dedicated to student's fostering independent study skills. Students are encouraged to revise and complete any additional study.

Year 11 Tutor Time is dedicated to teaching time for the GCSE Core Subjects (English, Maths and Science) on a rotational basis.