

English

Year 3

In Year 3 the children read together in small groups. During the year all the children read a mixture of novels, plays and information books. Book titles and pages read are carefully recorded in each child's reading record book. To further the girls' library skills we encourage them to choose books from the main library during their weekly library session. The Librarian helps them to choose appropriate books and gradually encourages them to develop greater independence as the year progresses. Between library visits, children may borrow books from the class library. Children are expected to read at home every night with an adult and to record this in their reading records.

Approximately 8 periods per week are spent on English work (in addition to this, other subjects, particularly Social Studies, often require written work and researching skills). A week's work will typically include:-

- Non-fiction writing, e.g. reports, instructions, letters
- or Creative writing, e.g. stories, poems, diaries
- Spellings
- Dictation - which forms part of the weekly spelling test
- Written comprehension exercise
- Practice of a punctuation and/or grammar rule

Speaking and listening are also an important part of the English syllabus. Drama is very popular in Year 3 and will be taught this year by the Headmaster, Mr Piers Heyworth.

In the Spring Term the children take an English Speaking Board examination which involves reading aloud, reciting a poem which they have learnt, and giving a short talk on an interest or hobby. It is a challenge but fun and very worthwhile, and we are always grateful for plenty of parental support.

English prep is usually set twice a week.

English

Year 4

In Year 4 approximately eight periods a week are spent on English. A week's work will typically include:-

Reading

The children have a reading period in school most days and read each week on an individual basis to the teacher. We aim to hear the weaker readers most days and the more confident readers at least once a week. Group reading also takes place every week in which a number of quite challenging books are read and discussed. There is reading prep every evening, part of which should be read with an adult. As well as checking pronunciation, delivery and understanding of the text are vital. As in Year 3 we ask parents to sign and date the Reading Record Book daily. The girls also have the opportunity to join a Year 4 and 5 book club which meets several times a term after school.

We encourage the awareness of different genres of writing - fiction/non fiction, modern/long established fiction, modern/classic poetry, stories from different cultures and traditions, myths and legends. The children complete a Reading Record which ensures an awareness of these different genres and also demands a more critical appreciation of what they have read. Books can be chosen from the school or class library. Any child with a specific reading difficulty is given extra help from the Learning Support Teacher.

Writing

Each week the children will undertake several pieces of writing of differing natures, e.g. a poem, a narrative story, a description, a play, a factual account, a review or a letter. The work is discussed first and appropriate vocabulary and structure for the purpose are suggested and collated. The girls are given the opportunity to select the most appropriate form to express their own thoughts. Use of a dictionary and a thesaurus are encouraged.

Comprehension

The children do a specific comprehension exercise most weeks with growing emphasis on independence, inferential interpretation and answers written in their own words. Some children may work in a small group with the Year 4 support teacher. Sometimes the comprehension is topic based to link with the History, Geography or Science.

Grammar

Our grammar lessons often arise from the children's own work covering parts of speech, punctuation etc. but we also follow a structured course in line with the National Curriculum.

Spellings

Each class is divided into several spelling groups. A weekly list is set from a structured scheme, usually comprising a word family, or from each child's personal spelling list. These are tested each week, often including a dictation which puts the words in context. Any girl with a marked spelling difficulty may be given extra help from the Learning Support Teacher.

Drama Drama is a popular aspect of Year 4 activities and is often incorporated into the week's work enhancing literature, RE, topic work and PSHE. It will be taught this year by the Headmaster, Mr Piers Heyworth.

Speaking and Listening

Developing the skills of clear expression of one's own thoughts and listening closely to the ideas of others are important in Year 4. The girls are given opportunities for debate and discussion, often in connection with topic work. The Class Teachers read poetry or prose to the girls regularly, enabling them to enjoy listening to literature.

English prep is usually set twice a week.



Mathematics

Year 3

In Year 3 the time spent on maths is nine periods a week. The children are taught maths in sets.

Our lessons are firmly based on the government guidelines for the Numeracy Strategy.

Our syllabus includes :-

Mental arithmetic

The 4 rules (\times , \div , $+$ and $-$)

Times tables

Learning to recognise and name 2D and 3D shapes

Symmetry

Right angles

Time and the calendar

Collecting and recording data, e.g. graphs

Fractions

Measurement, weight, capacity, length

Basic problem solving.

Position and direction

Practical maths is an important part of our work, particularly in the areas of measurement of length, capacity and weight.

Cooking gives practical experience of measurement, and playing shops gives practical experience of money and change.

During the year the children work very hard to learn times tables, which are tested weekly. (They use the computer for reinforcement).

At this early stage in mathematics the children's ability varies considerably. Many of the children still need plenty of hands-on experience, whilst more advanced children need the opportunity to progress at their own speed and be challenged appropriately.

Maths prep is set twice a week to reinforce work which has gone on in the classroom. Children are also expected to learn and practise their tables facts at home.

Year 4

In Year 4 the time spent on Maths is nine periods a week. The girls are taught in sets for these lessons. Lessons follow the guidelines of the government Numeracy Strategy.

Our syllabus includes:-

The four rules (+, -, x, ÷)	Volume
Tables	Measure
Time	3D shape
Mental Arithmetic	Grid references
Money & giving change	Symmetry
Fractions	Right angles
Length	Handling data
Area	Surveys
Weight	Problem solving activities
Time	

We continually revise work done in Year 3 to ensure that the children are confident in basic number work. Children are encouraged to progress at their own rate and ability while following our syllabus.

Practical maths is an important part of our lessons and we use apparatus until the child is ready to use abstract numbers and concepts. We encourage any help at home with practical topics such as telling the time, cooking, weighing, using money and number games. Tables practice, oral work, mental arithmetic and problem solving are part of each week's work.

Maths prep is usually set twice a week.

Science

In Year 3 the children have three periods of science a week.

In Year 4 the girls have two double lessons every week.

The majority of the subject matter is taught through practical work. The children are encouraged to plan their own experiments, predict the outcome, understand fair testing and consider what apparatus to use. They use table and bar charts to present their results and from these results draw their own conclusions.

Written work is not given a grade but positive helpful comments are made about the standard achieved.

Children are tested in science at the end of some topics and at the end of each year. The results of this are included in the summer report.

Year 3

Topics will be:-

- Materials and their uses and rocks
- Rocks/Earth & Space
- Light/shadows
- Habitats/the countryside in summer
- Magnets & springs
- Teeth and eating

Year 4

Topics will be:-

- Moving & growing
- Electricity
- Keeping warm
- Chemicals - separating solids & liquids
- Plants
- Forces & changing sounds

Information and Communication Technology

Year 3

Each child in Year 3 has a single period in two groups using computers connected to the school network. In lessons they use the computer for the following:-

Touch typing, word processing, CD ROM and Internet searches, painting and drawing programs, desktop publishing, simulations, sensing, databases and surveys, and e-mail projects.

We have a Middle School IT suite comprising 13 PCs and an interactive whiteboard and projector. All the computers are connected to the network, which allows access to CD ROMs, the Intranet, the Internet and shared resources such as printers and scanners.

Children use a touch typing program at least once a week.

Year 4

Each child in Year 4 has a single discrete ICT period using computers connected to the school network. In lessons they build on the skills learnt in Year 3 with the addition of Logo programming and Digital Camera Photographs and manipulation. Children continue to use the touch typing program at least once a week. Applications are dealt with more thoroughly and used in more complex situations within appropriate contexts.

There are 2 computers in each Middle School classroom that can be used for cross-curricular work, tables, spellings etc. All the computers are connected to the school network, which allows access to CD ROMs, the Internet and shared resources such as printers. This also allows pupils to access their data and all the programs used in their ICT lessons. ICT is embedded into a majority of curriculum subjects.



Religious Education

Years 3 and 4

Children in the Middle School have one RE lesson a week. Christianity is our main theme of study but other religions, e.g. Hinduism, Judaism and Islam are explored.

Assemblies

There are four assemblies a week. On Mondays the Middle School holds its own assembly. Each Year leads an assembly for the whole school twice a year. Parents are usually invited to these.

Once a term we attend a chapel service at the School of St Helen and St Katharine.

Personal, Social and Health Education

All Middle School classes have weekly PSHE lessons with their form teacher. In these lessons we aim to help the children towards a greater understanding of:

Themselves	Our Society
Their behaviour	Effective learning skills
Health and development	How to make decisions
Citizenship	& moral judgements

We also have 20 minutes circle time every week.

History and Geography

Year 3

The time spent on Social Studies in Year 3 is approximately four periods a week. Two lessons are dedicated to History and two to Geography.

Our History topics for the year are Invaders and Settlers which comprises the Celts, Romans, Anglo-Saxons, Vikings and Aztecs.

In Geography there will be a different topic each term. In the autumn term the focus is on developing a range of mapping skills using a variety of maps and plans to different scales, and a study of Kenya. During the spring term we study the weather learning about different weather monitoring equipment and various factors affecting the local weather. In the summer term we have a village study and our own village project.

Work involves a wide range of activities including group work, individual research, writing factual accounts, illustrations, mapping exercises, craft and drama. The weekend prep is sometimes activity based. Topics usually involve at least one educational visit or visitor per term.

Year 4

In the autumn term History and Geography are taught in a cross-curricular way studying Ancient Egypt, our National Curriculum world history study, together with a Geography locality study of Cairo.

The syllabus in the spring term is Geography - hot and cold lands. This focuses on the Tropical Rainforest and Polar Lands and environmental issues. It is linked to our class Science topic on keeping warm.

In the summer term we study the Tudors, from the Tudor monarchs, who shaped the period, to the everyday lives of men, women and children from different sections of society. Emphasis is placed on using contemporary evidence.

In both History and Geography appropriate outings and prep are planned to reinforce and extend the work in the classroom.

French

Year 3

Pupils in Year 3 are taught in half class groups, which are not necessarily the same as in the Pre-prep Department.

With the use of audio-visual material and the interactive whiteboard, vocabulary and simple phrases are learned in an authentic accent. Plenty of songs and games also enhance the assimilation of the language.

The emphasis is still on oral work, but pupils also practise reading and writing words they have learned orally. They have an exercise book in which they complete worksheets, and also draw and label vocabulary such as animals, clothes, colours, food etc. They have occasional preps for a small amount of vocabulary learning or a simple worksheet. In the spring term Year 3 enjoy a special French Breakfast at which they eat and drink “à la française” and speak in French.

Year 4

In Year 4 there are four French groups. The children expand their vocabulary and develop their confidence in speaking French through plenty of oral practice. They also make considerable progress in reading and writing.

A topic such as *La Maison* may be chosen for a period of several weeks and through different forms of audio-visual stimuli, practical tasks and written worksheets, the children not only build up relevant vocabulary, but also start to put together very simple statements of their own. Along the way they discover and are guided through some rudimentary points of grammar to support their understanding.

In the spring term the children enjoy a special cross-curricular topic which involves both French and cookery, and culminates in them preparing and serving a French lunch to their parents!

There are occasional preps.



Très bien !

Art & Design Technology

Years 3 and 4

Over the two years the girls follow a course that covers a wide range of artistic/design skills, complementing, where appropriate, their form topics. Much of their creative work is displayed throughout the school for others to enjoy. (All their two-dimensional work is kept in individual folders which they take home at the end of each academic year).

A double lesson a week is taught as a whole class for both Art and DT.

Art

Year 3

Drawing - Still life, portraits, sketching outside. experimenting with pencil, pastel and charcoal. Observational drawings

Painting - Finding out about colour, portraits, still life, landscapes and lots of imaginative work.

Collage - Using various materials and objects to create a collage picture, i.e. The Vikings

Year 4

Year 4 children develop the ideas and techniques explored in Year 3.

Drawing - Widening the range of tools and beginning to use shading as a technique.

Painting - Using a broader range of colours and different sized brushes. Looking at artists' work in connection with their projects to appreciate different approaches and styles.

Collage - Using a wide range of materials & collected objects to create textured pictures.

Printmaking - Using quick print to create multi coloured prints

Design Technology

Year 3

The aim is to provide the girls with a range of activities in which they learn to use basic tools and materials, and to develop their capability to solve various practical problems. Projects could include levers, small vehicles, topical and 3D work covering cross curricular activities (history, geography, maths & science), modelling with clay and making pictures with collage materials.

Appropriate activities are chosen to aid their skills and understanding. The girls are guided but encouraged to think for themselves in order to become confident decision makers.

Textile Design is taught in Year 3 for the first time, although pupils will have had some lessons in basic needlework in the Pre-prep Department. Emphasis is now put on the pupil's own designs. Basic skills taught are making templates, cutting, pinning and tacking, and simple embroidery stitches.

Year 4

Girls in Year 4 are taught how to use graphic skills so that some preliminary planning on paper takes place. Where possible this activity is linked to the class topic. Various activities take place to improve their capability and to help them to acquire the necessary skills and understanding needed to solve problems successfully in designing and making.

Silk painting is introduced during the year based on a class theme, i.e. The Rainforest

Print making: Looking at texture, pattern and mirror images, using sponges, string, card, polystyrene, corks etc.

Projects include woodwork, papier maché, textiles, collage work, 3-D modelling.

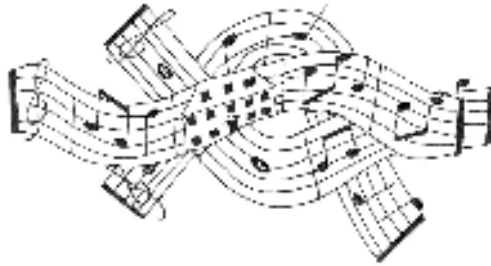
Each year group keeps a “working notebook”. Written work and drawings (evaluation) are given after each finished project. This helps the children understand how they made their project, the problems they faced and how they arrived at their final design.

Food Technology

Years 3 and 4 have the use of the Food Technology room to learn basic cooking skills, hygiene and safety in the kitchen

In the Summer Term Year 3 enjoy a special French Breakfast when they eat and drink “à la française” and speak in French.

Year 4 In the spring term the children enjoy a special cross-curricular topic which involves both French and cookery, and culminates in them preparing and serving a French lunch to their parents! (The French cooking is taught by the French teachers).



Music

Music in Years 3 and 4 is fun. We aim to build on the basic rhythms and pitch learnt in the Pre-prep department and to feel the sheer enjoyment we can get from creating, listening and participating in music. The children have two lessons per week.

We follow the National Curriculum with a balanced programme of activities providing opportunities for children to work together as a class, in groups or individually. Our music lessons include musical appreciation, rhythm and pitch, classroom orchestra, creative music, composition, and singing.

Currently 87% of children from Years 3 to 6 play a musical instrument. When appropriate they are invited to join various orchestras and ensembles which include Training Orchestra, Chamber Orchestra, Jazz Band, Saxophone Ensemble, Clarinet Choir, Flute Choir, Violin Ensemble, Cello Ensemble and String Ensemble. Parents are invited to various concerts throughout the year.

A Middle School Christmas concert takes place at the end of the Autumn Term in which children have the opportunity to perform a variety of music. Music and singing are always an important part of Middle School plays and assemblies.

In addition there are many opportunities throughout the year to perform as an individual or as part of an ensemble during our Middle School assemblies, Breakfast Concerts or our Instrumental Class Concerts.

Physical Education

The girls in years 3 and 4 will have a games afternoon and two single lessons as well as a swimming lesson each week.

The aim of all physical education and games lessons at The Manor is to provide an enjoyable, satisfying and balanced programme with opportunities for all pupils to develop physically, socially, emotionally and cognitively. The physical education curriculum offers a comprehensive range of experiences to meet the needs of each individual pupil and encourage active involvement by all.

The development of confidence and tolerance are considered to be an important part of the learning process.

It is intended that the programme offered will develop skills, team work and attitudes and be the stepping stones towards an active and healthy lifestyle.

During the games afternoon the girls will participate in a range of net games, invasion games and striking and fielding games. Girls will have the opportunity to participate in netball, hockey, tag rugby, lacrosse, basketball, badminton and volleyball in the Autumn and Spring Terms and striking games, tennis and athletics in the Summer Term.

During the single physical education lessons in the Autumn Term the girls specialise in netball, hockey, lacrosse and either football or tag rugby. In the Spring Term the girls will specialise in dance and gymnastics.

During games lessons skills will be taught through a games for understanding approach where the girls will be involved in game play in each lesson and will then break into skills practice to improve certain aspects of their play before going back into game play. Games lessons will involve the girls in 'competitive' play.

In swimming lessons the areas that are covered are competitive swimming, water skills and endurance swimming.

There are opportunities for the girls to achieve National Governing Body Award recognition through netball awards, table tennis awards, gymnastic awards and ESSA athletic awards. The girls also achieve ASA awards in swimming lessons. Merit marks will also be awarded as a symbol of recognition for hard work and excellence.

If your daughter wishes to progress further there is a wide range of clubs available before school, at lunchtime, after school and Saturday mornings. These clubs will enhance and extend the work covered in curriculum lessons.

This year we will offer 'come and play' evenings where we will play matches in chosen sports to enable the girls to take part in a competitive situation. Only through these experiences do the girls start to identify strengths and weaknesses in their play.

Our fixture programme has been extended to allow far more participation by a greater number of children. This year will also see the inclusion of squads rather than teams. This will ensure that the girls have a far greater understanding of what is required of them to be chosen for a team and the criteria that they will have to meet. This programme will also enable a greater number of girls to achieve the new Manor colours.