

POLICY REGARDING CLASSROOM MANAGEMENT

AIM

To educate the child in his or her totality inside the classroom environment by means of:

- the creation of a learner friendly environment
- the focus on renewal regarding learning methods and learning strategies
- the establishment of a platform based on knowledge, skills, norms and standards
- the development of classroom pride by means of a code of conduct and classroom rules developed in cooperation with the learners
- changing from a didactic to a more constructive learning method.

S. A. SCHOOLS ACT

- At all times stay within the framework of the S. A. Schools Act.
- The educator should strive towards avoiding ALL forms of discrimination.
- Diversity should be a paramount part of the classroom atmosphere, i.e. all cultures, religions and languages should be respected, protected and promoted.
- All the role players should be able to provide input to promote a healthy classroom environment (i.e. state, educators, members of the school community, learners, parents and the private sector).
- Education should be aimed at the creation and management of a new national school (classroom) management.
- The school (educator) should strive towards the establishment of better facilities, methods and conditions to promote learning.
- Create opportunities for the development of the child's talents.

ROLE PLAYERS

EDUCATORS

- are responsible for the professional management of the classroom
- should be able to facilitate, observe, mediate and organize
- should play the role of parent inside the classroom
- should lead the learner towards the establishment of an own vision
- should educate the child through a future orientated curriculum by developing his or her talents
- should have sufficient sympathy and empathy to radiate a receptive, though firm, image

What the educator should bear in mind (tell himself/herself)

Classroom Management

Include Communication, Collaboration, Creativity and Critical Thinking. By Focusing on actively developing these skills I can make a positive impact on learners' performance and at school but on their quality of life.

Lesson Planning

Is my road map of what learners need to learn and how it will be done effectively during my lessons.

A daily lesson plan is developed by a teacher to guide a class learning, it includes the goal what learners supposed to learn, how the goal will be reached the method and ways to measuring how well the goal was reached.

Assessment and feedback

Assessment refers to the process of evaluating learner's performance while feedback is the information given to learn to help them improve. Assessment are meant it measure learning in order to provide feedback. Feedback is given throughout or after the duration of the course and is given in a spirit of growth and improvement.

Communication and collaboration

Communication and collaboration work hand in hand. Teaching requires me to have good communication skills to exchange knowledge and ideas. Collaboration for me is working with others collectively towards common goal to create something or solve a problem.

LEARNERS

- should display attitude
- self-motivation and self-enrichment are crucial
- should throughout experience and explore knowledge purposefully

PRINCIPAL

- is overall responsible for the day-to-day organization and control of teaching and learning activities regarding the classroom



GOVERNING BODY

- exercises control in the learners' interest

PARENTS

- are at all times welcome to have insight into the progress of their children
- parent evenings and open days should be arranged regularly for this purpose
- parent involvement starts at home

CLASSROOM ORGANIZATION

- Both educator and learners should participate in the organizational management of the classroom.
- Duties in the classroom should be displayed in a strategic position.
- Seating arrangement is for groups, as group work forms an integral part of the curriculum.
- Sufficient space should be created for resource material and for the storage of records.
- Wall decorations should reflect learners' work for the sake of promotion of the curriculum.
- The class timetable and class rules should be visible in a prominent place inside the classroom.
- The educator should create an atmosphere to match the different facets of the individual.

TEACHING STRATEGIES FOR EFFECTIVE CLASSROOM MANAGEMENT

- Organize relatively meaningful learning content.
- Create a relaxed atmosphere for effective communication and thinking skills.

DISCIPLINE

DEVELOP CLASSROOM PRIDE BY:

- showing mutual respect – it improves the concentration
- focus on neatness regarding the self, work and classroom
- uniformity in clothing has an infectious effect on discipline
- exercising of preparedness to ensure safety
- regular school attendance contributes towards consistent teaching progress
- punctuality and good behavior ensure successful classroom management

SUPPORT SERVICES

- Close cooperation between the educator, LSEN educator and the support team is crucial for making the child socially adaptable for the community.



This policy was adopted by the School Management on

This policy has been made available to school personnel and is readily accessible to parents and learners on request.

This policy will be reviewed and updated every year.

Signed _____
School Management

Date: _____

Signed _____
Principal

Date: _____

Signed _____
Educator Representative

Date: _____

