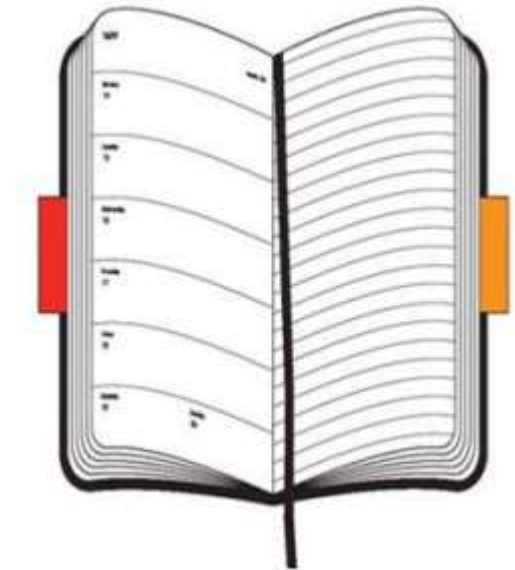




Good Use of YOUR PLANNER

KS4



YOUR PLANNER

- The planner is the major tool to keep you organised.
- You record tasks and deadlines in it, but it is also a diary of private study work.
- There is a **direct connection** between good planner keeping and good grades!
- All tasks have to be recorded.

Where your teacher hasn't set a specific task please record the private study task which you chose to complete in that task slot.

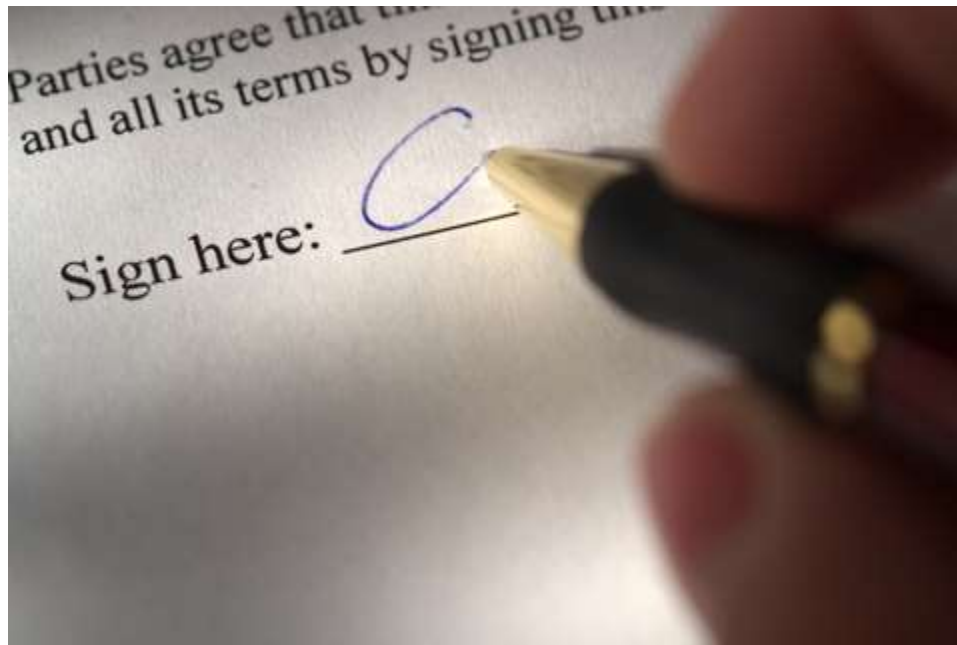


Taking too long over set homework tasks?

Please do the following:

- Ask yourself whether you are approaching the tasks in the right way?
- **Discuss** the problem with your teacher
- Get your parent to write a note in your planner

You **must** get your planner signed weekly. This is not negotiable.



For longer tasks:

- Break the task down into smaller chunks. Your teacher will help you.
- **Write these smaller chunks into your planner, with shorter deadlines for each part.**
- Give yourself time before the actual deadline to check out any queries with your teacher.



- Always try to do your work on the day it is set, not the day before it is due.
- Allow some time for a review of content which you have recently learned.

Good GCSE grades are the result of good planning. This requires good use of your planner!

Tutors will reward well kept planners.



Study
hard !!

😊