

“PRIORITISING AND STUDY/ HOME LEARNING TIMETABLE”

Most students find it very difficult to just sit down to complete a Study Session unless it is planned ahead of time. The “spontaneous” approach of just letting it happen doesn’t work, even though our students may disagree.

The best way to approach Study and Home Learning is to design a structured timetable that includes all the things that occupy the student’s time, such as:-

- Sport training
- Part-time jobs
- Study and Home Learning
- Favourite television shows
- Family Commitments
- Social Networking
- Leisure activities

Ask them to brainstorm and write down all the after school activities they are involved in, on each day of the week, when they are on and how long they last on the “**Musts and Options**” pages- (Junior pg.175, Middle pg.179, Senior pg.173). Now the hard part begins; that is, prioritising them in order of importance- the **MUSTS** and the **OPTIONS**. If there is a shortage of time then something will have to go; probably one of the Options.

They should look at the Sample Study Timetables for ideas on how to design their own.

Junior pg.186 **Middle** pg.180 **Senior** pg.174

Then on a copy of the blank Study Timetable they are to create their own.

Junior pg.187 **Middle** pg.181 **Senior** pg.175

Arranging their time commitments and the required number of Study Sessions is an exercise that encourages students to take greater ownership of their lives and reflect on their progress; their Study Timetable is a **contract with themselves**. It actually will provide them with more time for themselves by reducing “nothing time” between activities.

To help the students stick to their timetables and maintain harmony in the home, a good idea is to place a copy on the fridge to encourage a team approach.

Several focuses have been included to assist the students in this area:-

Junior	Getting things in order	pg. 26
	Study Timetable	pg. 30
Middle	Prioritising	pg. 32
	Developing a Study Timetable	pg. 34
Senior	Next Step: Tomorrow’s Reality	pg. 31
	Prioritising	pg. 34
	Study Timetable	pg. 36
	Holiday Study Timetables	pg. 166-168
	Exam Preparation Timetable	pg. 169-171

Should you have any queries or concerns regarding your son/daughter's progress please do not hesitate to contact his/her Year Level Co-ordinator/Advisor.

“A journey of a thousand miles begins with one step” Chinese Proverb.