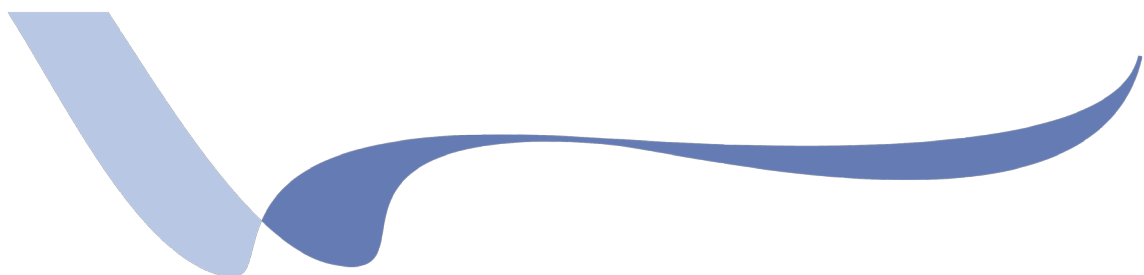


Manor Croft Academy

Study & Revision Skills

14th November 2013



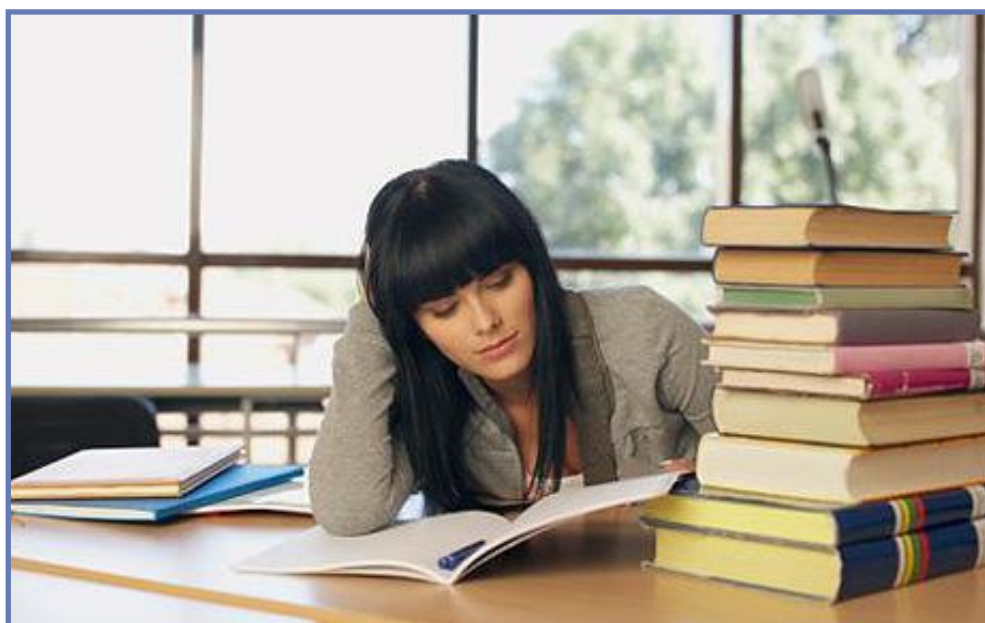
Introduction

We are now at the most important time of your child's schooling at Manor Croft Academy. With only 8 months left it is essential we look at the best way to support them during the difficult weeks ahead. Over the next few months they will be looking at their future plans and preparing for examinations which can be very stressful, but with the right planning success can be achieved with less anxiety.

We have enclosed some advice that we feel will assist them and hopefully you will also find useful. We all want them to achieve the best they can and give them the opportunity to follow their chosen career.

Study & Revision Support

- Be aware of what your child is doing at school, talk to them about their study and homework, encourage them to record tasks and due dates for work.
- Discuss what they hope to do when they leave school, so that they can see the point of studying.
- Reinforce how important it is to have good grades for further education and employment.
- Provide a good environment to work in – a quiet room with minimum distractions.
- Make sure they have the right equipment – pens, pencils, paper and access to a computer and printer (the library is open from 8.00am - 4.00pm every day during term time).
- Give plenty of encouragement and support and ask if they would like you to test them (you don't have to understand the subject).
- Encourage them to make and stick to a revision timetable, this is vital to keep them focused and organised.
- Small chunks of revision with a break, e.g. 30 minutes with a 5 minute break or 45 minutes with a 15 minute break are a good way to keep them focused.
- Praise them for doing well and sticking to their timetable.



Student Revision

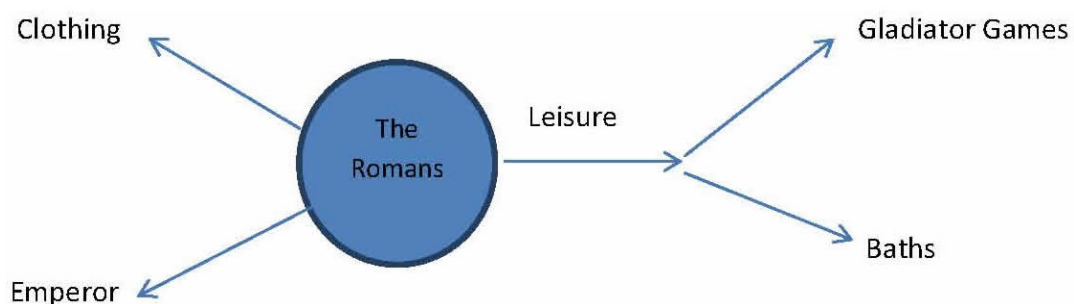
Are you revising effectively?

- Try revising for 30 minutes with a 5 minute break or 45 minutes with a 15 minute break.
- Set a start and finish time and stick to it.
- Revise in a quiet place. You will not be able to revise with the television on or looking at social networks at the same time.
- Turn your phone off.
- Do not just revise the subjects you like. Make sure you revise your weak areas too.
- Make sure you complete a revision timetable, if you are unsure you can ask a member of staff at school or your parents.
- Use revision techniques which suit you – mapping, flash cards or highlighting.
- Go to bed early – you revise better with a good nights sleep.
- Don't leave revision to the last few weeks before the exams. The sooner you start to consolidate your knowledge the easier it will be in the exam season.
- Attend as many school revision classes as you can. Bring your revision notes to show your teacher. Don't be afraid to ask questions however silly you think they might be.
- Websites can be helpful; your teachers will advise you on the best ones.
- Use revision guides and information provided from school.
- Do as many past papers as you can to strengthen your exam technique and timing.

Revision Techniques

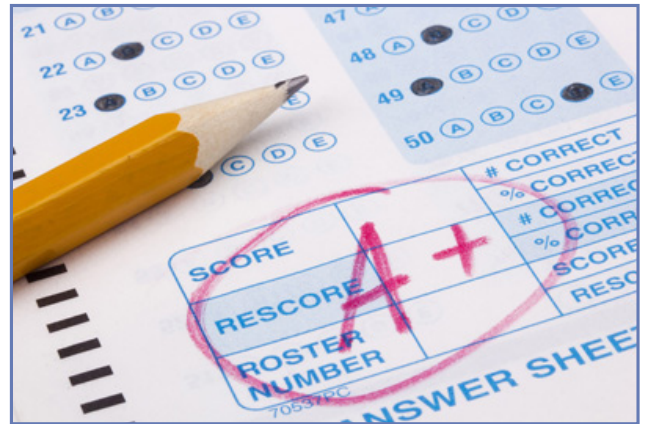
- Memory techniques – use images to remember certain facts.
- Mnemonics – this is a simple rhyme or phrase to help you remember facts.
For example: **R**ichard **O**f **Y**ork **G**ave **B**attle **I**n **V**ain (an easy way to remember the order of the colours of a rainbow or prism).
- Bullet points/Flash cards – this is a great way of extracting key facts from a text. You can also put a question on one side and the answer on the other.
- Mapping – a good visual way of organising a topic into an easy visual aid

For example:



Exam Preparation

- Create an exam timetable and ensure you are prepared for all exams, noting the time and what equipment you may need.
- If you have a problem on the day of the exam ensure school is informed as early as possible.
- Make sure you **DO NOT** bring your **MOBILE PHONE!** If you bring your phone into an exam, even if it is switched off, you will be disqualified from the exam.
- When you are in the exam make sure you read the questions thoroughly and use your time wisely.
- After the exam don't worry about what you did or didn't do you cannot alter the outcome, concentrate on your next exam.



Revision Timetable

Monday 1 st	Tuesday 2 nd	Wednesday 3 rd	Thursday 4 th	Friday 5 th	Saturday 6 th	Sunday 7 th
<i>School revision classes</i>	Home study	<i>School revision classes</i>	Home study			Home study
Monday 8 th <i>School revision classes</i>	Tuesday 8 th Home study	Wednesday 10 th Home study	Thursday 11 th <i>School revision classes</i>	Friday 12 th	Saturday 13 th Home study	Sunday 14 th
Monday 15 th <i>School revision classes</i>	Tuesday 16 th Home study	Wednesday 17 th Home study	Thursday 18 th <i>School revision classes</i>	Friday 19 th	Saturday 20 th Home study	Sunday 21 st
Monday 22 nd School revision classes	Tuesday 23 rd Home study	Wednesday 24 th <i>School revision classes</i>	Thursday 25 th Home study	Friday 26 th	Saturday 27 th	Sunday 28 th Home study

This is only an example and you should set a timetable to best suit your needs.