

BEACON
PRIVATE SCHOOL



مَدْرَسَةُ بَيْكُنْ
الخاصة

Extended Learning Opportunity (ELO) Policy

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PURPOSE

The purpose of this policy is to provide guidelines for ELOs to ensure they are effective, meaningful and manageable for all learners. ELOs aim to provide learners the chance to enhance their understanding of the concepts taught in class and improve their independent learning skills as well as their time management and organizational skills which are fundamental to their academic success and readiness for university studies and career life.

SCOPE

The ELO policy applies to all learners, parents and teachers. The policy applies to all subjects and grade levels and is aligned with the adopted learning standards. This policy will assist teachers in developing and assigning ELOs, while also enabling learners and parents to understand the expectations and requirements for completing ELOs.

REVIEW PROCESS

The ELO policy is reviewed annually by the Learning Leadership Team which consists of the Head of school, Principal, Department Coordinators, Subject Leads, and Education Technology Integrator to ensure that it remains effective, relevant, appropriate for the grade level and subject, and aligned with the adopted learning standards.

AVAILABILITY

The most up-to-date version of this policy is accessible to all stakeholders on the school website. Additionally, teachers can find this policy in the Team Teachers' Group.

COMPLIANCE AND RESPONSIBILITY

- All learners, parents and teachers are expected to comply with the ELO policy as stated below:
 - ✓ Teachers are responsible for assigning ELOs in accordance with the guidelines outlined in this policy.
 - ✓ Learners are responsible for completing all ELOs (when required) promptly and to the best of their ability, adhering to the instructions provided by their teachers.
 - ✓ Parents are responsible for supporting their child in completing their ELO and be engaged in their learning process.
- Failure of learners to complete the required ELOs may have an adverse effect on their academic progress and performance, potentially resulting in lower grades for the subject, and may necessitate a study hall or a meeting with the parent. If a learner is unable to complete the assigned ELO due to extenuating circumstances such as illness or family emergencies, they must notify their teacher promptly to make arrangements for completing the task.



- Failure of teachers to comply with the ELO policy may result in corrective measures such as additional training or formal meetings, and may impact their professional performance appraisal.
- By adhering to this policy, teachers, learners, and parents can work collaboratively to ensure that ELOs are effective and appropriate, providing learners with the opportunity to excel academically.

GENERAL STATEMENT

Extended Learning Opportunities (ELOs) at Beacon Private School (BPS) enable learners to expand their knowledge of the subject matter, develop independent learning skills, and ultimately improve their academic results and reach their utmost potential. ELOs at BPS aim to extend, reinforce, or preview content and can be completed independently or with appropriate support. Learners are encouraged to take ownership of their learning and receive feedback for improvement. ELOs provide learners with opportunities for success, provide teachers with assessment opportunities, and engage parents in the learning process.

Guidelines for ELOs

- ELOs should be engaging, concise and appropriate for learners.
- ELOs should not be too lengthy or overwhelming, which can cause frustration for learners.
- Learners must understand the value and purpose of each assigned ELO.
- ELOs may incorporate voice and choice elements such as choice boards, playlists, and differentiated tasks to provide learners with autonomy and promote engagement.
- ELOs design should prioritize critical thinking and focus on high-level thinking skills.
- Learners should receive meaningful feedback on their completed ELOs to promote growth and improvement.
- Avoid ELOs which may cause stress from too much work or confusion.
- Ensure that ELOs are appropriately challenging for each learner's level, providing differentiation as needed.
- ELOs should not be assigned during examination week to prevent learners from becoming overwhelmed and stressed during this critical time.
- ELOs must be included in the weekly bulletin that is shared with both learners and parents to ensure that they are aware of the upcoming ELOs and can plan accordingly.
- Examples of ELOs may include:
 - ✓ Conducting research on a topic



- ✓ Conducting projects that deepen understanding of a specific concept.
- ✓ Completing a worksheet to reinforce concepts learned in class.
- ✓ Writing an essay on a specific concept that relates to real-life issues.
- ✓ Writing a lab report

Time and Frequency of ELOs

The table below provides information on the ELO requirements for each grade level.

Grade level	ELO Requirement	Frequency
Grades 1 to 3	Optional	Once per week for Math, Arabic and English
Grades 4 to 5	Mandatory	Once per week for Math, Arabic and English
Grades 6 to 8	Mandatory	ELOs will follow a schedule: <ul style="list-style-type: none"> ✓ Sunday – Math ✓ Monday – English ✓ Tuesday – Arabic/French/Spanish ✓ Wednesday – Science ✓ Thursday – Other subjects
Grades 9 to 12	Mandatory	ELOs will be assigned as needed.

*Each ELO should be designed to take no longer than 20 minutes to complete, with a maximum of 40 minutes per day. Note that this does not apply to grades 11 and 12 learners.