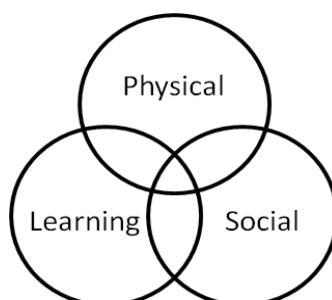


Handout - The environment: examples of physical, social and learning aspects

The teaching and learning environment can be thought of as having three aspects: *physical*, *social* and *learning* as in the image. Each has an impact on the others, and all three aspects should be appropriate and relevant. Some aspects will interact and overlap to ensure teaching, learning and assessment can be effective for everyone.



Physical	Social	Learning
Ensuring adequate heating, lighting and ventilation	Using a suitable icebreaker to put learners at ease and to create a rapport	Having clear aims of what will be achieved Planning what will take place during each session
Ensuring ease of access to all learning areas, equipment and resources	Agreeing ground rules to help promote appropriate behaviour and respect	Engaging and motivating learners Giving support and encouragement
Ensuring the layout of the room is suitable (e.g. to ensure all learners can see and hear)	Communicating effectively (speaking, listening, body language, eye contact)	Making the session interesting and relevant Summarising, repeating and recapping regularly
Ensuring toilets and refreshment facilities are accessible	Using paired and group activities Drawing on learners' previous skills, knowledge and experiences	Using a variety of suitable teaching, learning and assessment approaches and activities
Ensuring the safe use of equipment, materials and resources	Encouraging learners to listen to you and to each other	Differentiating for individual needs Referring learners elsewhere if necessary
Carrying out risk assessments Minimising hazards Knowing who the first aider is and where they are located	Using learners' names and using eye contact Including all learners during the session Asking questions	Assessing progress and achievement on an ongoing basis
Knowing where fire extinguishers and emergency exits are	Giving adequate breaks at appropriate times	Providing ongoing constructive and developmental feedback
Making sure the room is tidy before and after use	Challenging inappropriate behaviour	Keeping records of what has been taught, and the progress and achievements of all learners