



## Deykin Avenue Junior and Infant School

### English Policy – March 2022

Deykin Avenue Junior and Infant School achieved UNICEF'S Silver award.

The RRSA is based on the principles of equality, dignity, respect, non-discrimination and participation. The Rights of the Child are at the heart of our school's ethos and culture.

This policy covers/ links to the following rights:

Article 2: All children without discrimination

Article 28: Discipline in schools must respect children's dignity and their rights

Articles 29: Goals of education

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## Statement of intent

Sound English skills are essential for progress across the curriculum and to prepare pupils effectively for tasks of adult life.

All teachers have a responsibility to develop pupils' competence in reading, writing, speaking and listening in their own subjects and to ensure that pupils become competent users of language, and can access the curriculum effectively and achieve their potential.

### **Deykin Avenue Junior and Infant School:**

- Recognises the effect that a confident, fluent and coherent understanding of English will have on a pupil's progress, both inside and outside of the school environment.
- Understands how a strong grounding in English will impact the future learning and development of a pupil in all aspects of their life
- Provides a balanced and broad curriculum which encompasses writing practice, including handwriting, spelling, widening vocabulary, and writing for different styles, purposes, and audiences, as well as focussing on spoken English, reading, grammar and pronunciation.
- Ensures that all staff members are aware of planning, assessment, teaching and learning requirements for the English curriculum.
- Ensures that all pupils know how to plan, practise and evaluate their work.
- Ensures that all pupils understand all elements of English, as per the national curriculum.

Signed by:

\_\_\_\_\_ Head Teacher

Date: \_\_\_\_\_

\_\_\_\_\_ Chair of Governors

Date: \_\_\_\_\_

Next review date: March 2022

## **1. Legal framework**

1.1. This policy has been created with regard to the following statutory guidance:

- DfE (2013) 'English programmes of study: key stages 1 and 2'
- DfE (2021) 'Statutory framework for the early years foundation stage'

## **2. Roles and responsibilities**

2.1. Janet Edwards and Ross Giblen are responsible for:

- Encouraging staff to provide effective learning opportunities for pupils.
- Helping to expand on colleagues' areas of expertise in English.
- Organising the deployment of resources and carrying out an annual audit of all related resources.
- Liaising with teachers across all phases.
- Communicating developments in the subject to all teaching staff and the senior leadership team (SLT) as appropriate.
- Leading staff meetings and providing staff members with the appropriate training.
- Organising, providing and monitoring CPD opportunities regarding English skills.
- Ensuring common standards are met for recording and assessing pupils' performance.
- Advising on the contribution of English in other curriculum areas, including cross-curricular and extra-curricular activities.
- Collating assessment data and setting new priorities for the development of English in subsequent years.

2.2. The classroom teacher(s) is/are responsible for:

- Acting in accordance with this policy.
- Ensuring progression of pupils' English skills, with due regard to the national curriculum.
- Planning lessons effectively with clear progression, ensuring a range of teaching methods are used to cover the content of the national curriculum.
- Liaising with Janet Edwards and/or Ross Giblen about key topics, resources and support for individual pupils.
- Monitoring the progress of pupils in their class and reporting this on a termly basis (pupil progress meetings).
- Reporting any concerns regarding the teaching of the subject to Janet Edwards and/or Ross Giblen or Sharon Brewer (member of the SLT).
- Undertaking any training that is necessary in order to effectively teach English.

2.3. The special educational needs coordinator (SENCO) is responsible for:

- Liaising with Janet Edwards and Ross Giblen in order to implement and develop specialist English-based learning throughout the school.
- Organising and providing training for staff regarding the English curriculum for pupils with special educational needs and disabilities (SEND).
- Advising staff on how best to support pupils' needs.
- Advising staff on the inclusion of English objectives in pupils' individual educational plans.
- Advising staff on the use of teaching assistants (TAs) in order to meet pupils' needs.

### **3. Early years foundation stage (EYFS)**

*It is crucial for children to develop a life-long love of reading. Reading consists of two dimensions: language comprehension and word reading. Language comprehension (necessary for both reading and writing) starts from birth. It only develops when adults talk with children about the world around them and the books (stories and non-fiction) they read with them, and enjoy rhymes, poems and songs together. Skilled word reading, taught later, involves both the speedy working out of the pronunciation of unfamiliar printed words (decoding) and the speedy recognition of familiar printed words. Writing involves transcription (spelling and handwriting) and composition (articulating ideas and structuring them in speech, before writing). EYFS Statutory Framework 2021.*

- 3.1. All pupils within the EYFS are taught to develop their English skills as an integral part of the topic work covered during the academic year.
- 3.2. All English objectives are underpinned by the areas of learning and development that are required to shape educational programmes in early years settings.
- 3.3. In accordance with the English area of the early learning goals outlined in the 'Statutory framework for the early years foundation stage' (2021), pupils will be taught to:

**ELG: Comprehension** Children at the expected level of development will: -

- Demonstrate understanding of what has been read to them by retelling stories and narratives using their own words and recently introduced vocabulary;
- Anticipate – where appropriate – key events in stories; - Use and understand recently introduced vocabulary during discussions about stories, non-fiction, rhymes and poems and during role-play.

**ELG: Word Reading** Children at the expected level of development will:

- Say a sound for each letter in the alphabet and at least 10 digraphs;
- Read words consistent with their phonic knowledge by sound-blending;
- Read aloud simple sentences and books that are consistent with their phonic knowledge, including some common exception words.

**ELG: Writing** Children at the expected level of development will:

- Write recognisable letters, most of which are correctly formed;
- Spell words by identifying sounds in them and representing the sounds with a letter or letters;
- Write simple phrases and sentences that can be read by others.

#### **4. Teaching and learning**

- 4.1. The English curriculum is delivered four times a week for KS1, and four times a week for KS2.
- 4.2. Classroom teachers will use high-quality resources which effectively model English skills and demonstrate good practice.
- 4.3. Pupils will be encouraged, by their classroom teachers, to discuss their English skills with their peers and with the whole class before beginning their written work.
- 4.4. Pupils will be given sufficient time to discuss, plan and edit their work.
- 4.5. In regards to handwriting, writing frames and scaffolds will be provided for pupils who are less confident, in order to develop their handwriting skills.
- 4.6. To broaden pupils' vocabulary and improve understanding, the following teaching methods will be implemented by classroom teachers when appropriate:
- Using working walls to reflect learning in class as well as showing previous learning
  - Display modelled examples of concepts being taught
  - Practising using the correct vocabulary orally.
  - Encouraging the use of dictionaries and thesauruses.
  - Reading a variety of examples of texts to explore new vocabulary.
  - Providing one-to-one support, where necessary.
  - Revisiting and recapping prior learning
- 4.7. Classroom teachers will encourage the development of speaking and listening through activities within each English lesson.
- 4.8. Systems such as 'collaborative group work' structures are to be used to ensure active participation in group and class discussions.
- 4.9. The classroom teacher, in collaboration with Janet Edwards and Stuart Powell, will ensure that every pupils' needs are met by:
- Setting tasks which can have a variety of responses.
  - Challenge for all groups is provided
  - Providing appropriate resources / scaffolds to aid and/or support access to the English curriculum
  - Utilising TAs effectively to ensure that all pupils are satisfactorily supported.

## 5. Planning

- 5.1. Planning of the English curriculum is focussed on five core areas:
- Teaching pupils to read easily, fluently and with good understanding.
  - Developing the habit of reading widely and often, for both pleasure and information, which in turn will develop an appreciation for our literary heritage. Pull extracts from a diverse range of authors and texts to raise the literacy cultural capital.
  - Pupils will acquire a wide vocabulary, an understanding of grammar and knowledge of linguistic conventions for reading, writing and spoken language.
  - Pupils will write clearly, accurately and coherently, adapting language and style in and for a range of contexts, purposes and audiences.
  - Ensuring pupils feel confident with discussion; pupils should be able to elaborate and explain clearly their understanding and ideas, in order to learn.
- 5.2. The school creates progression maps with previously taught objectives, current objectives and future objectives
- 5.3. Teachers are responsible for planning a unit of work which shows progression of skills as well as building on prior learning. Planning should be reviewed and amended accordingly to meet the needs of the class.
- 5.4. Teachers to plan a clear process of writing with elements of: oracy, planning, modelled/shared and guided writing, drafting and editing and independent composition.
- 5.5. The planning should follow a process where the children are immersed into a text focusing on, but not limited to, audience/purpose, vocabulary choice and effects of the reader, grammatically features. Leading on to the scaffolding phase where key skills are taught/ revisited /consolidated through modelled, shared or guided writing. Children are given opportunities to plan, draft, edit and assess one another's work. Finally, children to apply skills and taught content independently.
- 5.6. Teachers should ensure that children can articulate what they are learning and why. Use of purposeful peer and self-assessment.
- 5.7. All relevant staff members are briefed on the school's planning procedures for writing as part of their staff training.
- 5.8. Teachers will plan writing outcomes with a clear purpose.
- 5.9. In the school, English is taught both as a singular lesson and as part of cross-curricular themes where appropriate.
- 5.10. Teachers will use the key learning content in the DfE's statutory guidance 'English programmes of study: key stages 1 and 2', published in 2013.
- 5.11. Lesson plans will demonstrate a balance of interactive and independent elements used in teaching, ensuring that all pupils engage with their learning.

- 5.12. There will be a clear focus on direct, instructional teaching and interactive oral work with the whole class and targeted groups.
- 5.13. Unit Overview will show LO, brief detail of lesson and/or task
- 5.14. Short-term planning will be used flexibly to reflect the objectives of the lesson, the success criteria and the aims of the next lesson.
- 5.15. All English activities are built so that they build upon a pupil's prior knowledge. All pupils of all abilities are provided with the opportunity to develop their skills, knowledge and confidence, ensuring progression through increasing class challenges.
- 5.16. All lessons will have clear learning objectives, which are shared and reviewed with pupils.
- 5.17. Teachers to foster a positive writing environment, building on a self-efficacy (I can do it), agency (I have a say), self-regulation (I know what and how to do it), Volition (I want to do it), Identity as a writer, enjoyment and satisfaction.
- 5.18. Teachers will plan homework that will take a variety of formats, including reading, writing, topic work and tasks, which will ensure positive learning for pupils through different teaching techniques.

## 6. Homework

- 6.1. Homework will be set as detailed in the table below and will follow and build upon the appropriate lesson objectives.
- 6.2. Homework will be varied according to the different abilities of pupil – this includes difficulty and the time required to complete work.
- 6.3. Homework will focus on numerous aspects of English, for example, handwriting practice, reading, expanding vocabulary, topic work etc.
- 6.4. English homework is distributed to pupils as follows:

Year group	Numbers of tasks (half termly)
Reception	3
Year 1	3
Year 2	Minimum of 3
Year 3	4
Year 4	4
Year 5	Minimum of 4
Year 6	Minimum of 4

## 7. Assessment and reporting

- 7.1. Pupils will be assessed and their progression recorded in line with the school's Assessment Policy.



- 7.2. An EYFS Profile will be completed (after continual assessment) for each pupil in the final term of the year in which they reach age five.
- 7.3. The progress and development of pupils within the EYFS is assessed against the early learning goals outlined in the 'Statutory framework for the Early Years
- 7.4. Assessments will be undertaken in various forms, including the following:
- Talking to pupils and asking questions.
  - Interaction and communication with peers/ adults etc.
  - Discussing pupils' work with them.
  - Marking work against the learning objectives.
  - Pupils' self-evaluation of their work and their peers' work.
- 7.5. Teachers attend termly meetings to discuss the progress of pupils, and regularly monitor the progress of pupils during lessons.
- 7.6. Formative assessment, which is carried out informally throughout the year, enables teachers to identify pupils' understanding of subjects and inform their immediate lesson planning.
- 7.7. In terms of summative assessments, the result of end-of-year assessments will be passed to the relevant members of staff, such as pupils' future teachers, in order to demonstrate where pupils are at a given point.
- 7.8. Summative assessments are used at the end of each term. Teachers make a judgement about the work (writing) of each pupil in relation to the national curriculum. Use of the year group TAFs to aid assessment.
- 7.9. Parents will be provided with a written report about their child's progress during the summer term every year. These will include information on pupils' attitudes towards English and their progress. An opportunity will be provided for parents to discuss this report with the relevant teachers.
- 7.10. Verbal reports will be provided at parent-teacher consultation meetings during the Autumn and Spring terms.
- 7.11. The progress of pupils with SEND will be monitored by the SENCO.

## **8. Cross-curricular links**

- 8.1. Opportunities are provided across the curriculum for pupils to practise and develop their English skills.
- 8.2. Pupils are expected to transfer their English skills across to all areas of the curriculum to demonstrate their sound understanding.
- 8.3. Teachers are expected to remind the pupils to transfer the English skills they have been taught, eg, handwriting, spellings, appropriate use of conjunctions, prepositions, etc.

## **9. Equal opportunities**

- 9.1. All pupils will have equal access to the English curriculum.
- 9.2. Gender, learning ability, physical ability, ethnicity, linguistic ability and/or cultural circumstances will not impede pupils from accessing English lessons.
- 9.3. The curriculum will be adapted to meet particular needs for newly arrived EAL children. For some newly arrived EAL children, visits to other classes for short periods of time as part of an intense programme might take place e.g. phonics.
- 9.4. Where it is inappropriate for a pupil to participate in a lesson due to reasons related to any of the factors outlined above, the lesson will be adapted to meet the pupil's needs and alternative arrangements involving extra support will be provided where necessary.
- 9.5. Cultural and gender differences are positively reflected in lessons and teaching materials used.

## **10. Monitoring and review**

- 10.1. This policy will be reviewed biannually by Janet Edwards and Ross Giblen.
- 10.2. Any changes made to this policy will be communicated to all teaching staff.

## **English programmes of study: Key Stages 1 and 2**

All pupils within KS1 and KS2 are taught English in line with the requirements of the English national curriculum.

### **Years 1-6**

#### **Spoken language:**

- Listen and respond appropriately to adults and their peers.
- Ask relevant questions to extend their understanding and knowledge.
- Use relevant strategies to build their vocabulary.
- Articulate and justify answers, arguments and opinions.
- Give well-structured descriptions, explanations and narratives for different purposes, including for expressing feelings.
- Maintain attention and participate actively in collaborative conversations, staying on topic and initiating and responding to comments.
- Use spoken language to develop understanding through speculating, hypothesising, imagining and exploring ideas.
- Speak audibly and fluently with an increasing command of Standard English.
- Participate in discussions, presentations, performances, role play, improvisations and debates.
- Gain, maintain and monitor the interest of the listener(s).
- Consider and evaluate different viewpoints, attending to and building on the contributions of others.
- Select and use appropriate registers for effective communication.

### **Year 1**

### **Reading – word reading:**

- Apply phonic knowledge and skills as the route to decode words.
- Respond speedily with the correct sound to graphemes (letters or groups of letters) for all 40+ phonemes, including, where applicable, alternative sounds for graphemes.
- Read accurately by blending sounds in unfamiliar words containing Grapheme Phoneme Correspondences (GPCs) that have been taught.
- Read common exception words, noting unusual correspondences between spelling and sound and where these occur in the word.
- Read words containing taught GPCs and –s, –es, –ing, –ed, –er and –est endings.
- Read other words of more than one syllable that contain taught GPCs.
- Read words with contractions, for example, I'm, I'll and we'll, and understand that the apostrophe represents the omitted letter(s).
- Accurately read aloud books that are consistent with their developing phonic knowledge and that do not require them to use other strategies to work out words.
- Re-read these books to build up their fluency and confidence in word reading.

### **Reading – comprehension:**

- Develop pleasure in reading, motivation to read, vocabulary and understanding by:
  - Listening to and discussing a wide range of poems, stories and non-fiction at a level beyond that at which they can read independently.
  - Being encouraged to link what they read, or hear read, to their own experiences.
  - Becoming very familiar with key stories, fairy stories and traditional tales, retelling them and considering their particular characteristics.
  - Recognising and joining in with predictable phrases.
  - Learning to appreciate rhymes and poems, and to recite some by heart.
  - Discussing word meanings, linking new meanings to those already known.
- Understand both the books they can already read accurately and fluently and those they listen to by:
  - Drawing on what they already know or on background information and vocabulary provided by the teacher.
  - Checking that the text makes sense to them as they read and correct inaccurate reading.
  - Discussing the significance of the title and events.
  - Making inferences on the basis of what is being said and done.
  - Predicting what might happen on the basis of what has been read so far.
- Participate in discussion about what is read to them, taking turns and listening to what others say.
- Explain clearly their understanding of what is read to them.

### **Writing – transcription:**

- Spell:
  - Words containing each of the 40+ phonemes already taught.
  - Common exception words.
  - The days of the week.
- Name the letters of the alphabet:
  - Naming the letters of the alphabet in order.
  - Using letter names to distinguish between alternative spellings of the same sound.
- Add prefixes and suffixes:
  - Using the spelling rule for adding -s or -es as the plural marker for nouns and the third person singular marker for verbs.
  - Using the prefix un-.
  - Using -ing, -ed, -er and -est where no changes are needed in the spelling of root words, for example helping, helper, eating, quicker and quickest.
- Apply simple spelling rules and guidance, as listed in [English Appendix 1](#), as seen in the national curriculum.
- Write from memory simple sentences dictated by the teacher that include words using the GPCs and common exception words taught so far.

### **Handwriting:**

- Sit correctly at a table, holding a pencil comfortably and correctly.
- Begin to form lower-case letters in a correct direction, starting and finishing in the right place.
- Form capital letters.
- Form digits 0-9.
- Understand which letters belong to which handwriting 'families' (i.e. letters that are formed in similar ways) and to practice these.

### **Writing – composition:**

- Write sentences by:
  - Saying out loud what they are going to write about.
  - Composing a sentence orally before writing it.
  - Sequencing sentences to form short narratives.
  - Re-reading what they have written to check that it makes sense.
- Discuss what they have written with the teacher or other pupils.
- Read aloud their writing clearly enough to be heard by their peers and the teacher.

### **Writing – vocabulary, grammar and punctuation:**

- Develop their understanding of the concepts set out in [English Appendix 2](#) by:
  - Leaving spaces between words.

- Joining words and joining clauses using.
- Beginning to punctuate sentences using a capital letter and a full stop, question mark or exclamation mark.
- Using a capital letter for names of people, places, the days of the week, and the personal pronoun 'I'.
- Learning the grammar for Year 1 in English Appendix 2.
- Use the grammatical terminology in English Appendix 2 in discussing their writing.

## **Year 2**

### **Reading – word reading:**

- Continue to apply phonetic knowledge and skills to decode words until automatic decoding has become embedded and reading is fluent.
- Read accurately by blending the sounds in the words that contain the graphemes taught so far, especially recognising alternative sounds for graphemes.
- Read accurately words of two or more syllables that contain the same graphemes as above.
- Read words containing common suffixes.
- Read further common exception words, noting unusual correspondences between spelling and sound and where these occur in the word.
- Read most words quickly and accurately, without overt sounding and blending, when they have been frequently encountered.
- Read aloud books closely matched to their improving phonic knowledge, sounding out unfamiliar words accurately, automatically and without undue hesitation.
- Re-read these books to build up their fluency and confidence in word reading.

### **Reading – comprehension:**

- Develop pleasure in reading, motivation to read, vocabulary and understanding by:
  - Listening to, discussing and expressing views about a wide range of contemporary and classical poetry, stories and non-fiction at a level beyond that at which they can read independently.
  - Discussing the sequence of events in books and how items of information are related.
  - Becoming increasingly familiar with and retelling a wider range of stories, fairy stories and traditional tales.
  - Being introduced to non-fiction books that are structured in different ways.
  - Recognising simple recurring literary language in stories and poetry.
  - Discussing and clarifying the meanings of words, linking new meanings to known vocabulary.
  - Discussing their favourite words and phrases.

- Continuing to build up a repertoire of poems learnt by heart, appreciating these and reciting some, with appropriate intonation to make the meaning clear.
- Understand both books that they can already read accurately and fluently and those they listen to by:
  - Drawing on what they already know, or background information and vocabulary provided by the teacher.
  - Checking that the text makes sense to them as they read and correct inaccurate reading.
  - Making inferences on what is being said and done.
  - Answering and asking questions.
  - Predicting what might happen on the basis of what has been read so far.
- Participate in discussion about books, poems and other works that are read to them and those that they can read for themselves, taking turns and listening to what others say.
- Explain and discuss their understanding of books, poems and other material, both those that they listen to and those that they read for themselves.

### **Writing - transcription:**

- Pupils should be taught to spell by:
  - Segmenting spoken words into phonemes and representing these by graphemes, spelling many correctly.
  - Learning new ways of spelling phonemes for which one or more spellings are already known, and learn some words with each spelling, including a few common homophones.
  - Learning to spell common exception words.
  - Learning to spell more words with contracted forms.
  - Learning the possessive apostrophe (singular) for example, the girl's book.
  - Distinguishing between homophones and near-homophones.
- Add suffixes to spell longer words, including -ment, -ness, -ful, -less, -ly.
- Apply spelling rules and guidance, as listed in English Appendix 1.
- Write from memory simple sentences dictated by the teacher that include words using the GPCs, common exception words and punctuation taught so far.

### **Handwriting:**

- Pupils should be taught to:
  - Form lower-case letters of the correct size relative to one another.
  - Start using some of the diagonal and horizontal strokes needed to join letters and understand which letters, when adjacent to one another, are best left unjoined.
  - Write capital letters and digits of the correct size, orientation and relationship to one another and to lower case letters.

- Use spacing between words that reflects the size of the letters.

### **Writing – comprehension:**

- Develop positive attitudes towards and stamina for writing by:
  - Writing narratives about personal experiences and those of others (real and fictional).
  - Writing about real events.
  - Writing poetry.
  - Writing for different purposes.
- Consider what they are going to write before beginning by:
  - Planning or saying out loud what they are going to write about.
  - Writing down ideas and/or key words, including new vocabulary.
  - Encapsulating what they want to say, sentence by sentence.
- Make simple additions, revisions and corrections to their own writing by:
  - Evaluating their writing with the teacher and other pupils.
  - Re-reading to check that their writing makes sense and that verbs to indicate time are used correctly and consistently, including verbs in the continuous form.
  - Proofreading to check for errors in spelling, grammar and punctuation, for example end of sentences punctuated correctly.
- Read aloud what they have written with appropriate intonation to make the meaning clear.

### **Writing – vocabulary, grammar and punctuation**

- Develop their understanding of the concepts set out in English Appendix 2 by:
  - Learning how to use both familiar and new punctuation correctly (see English Appendix 2), including full stops, capital letters, exclamation marks, question marks, commas for lists and apostrophes for contracted forms and the possessive (singular).
- Learn how to use:
  - Sentences with different forms: statement, question, exclamation, command.
  - Expand upon phrases to describe and specify, for example, the blue butterfly.
  - The present and past tenses correctly and consistently including the progressive form.
  - Subordination (using when, if, that, or because) and co-ordination (using or, and, or but).
  - The grammar for year 2 in English Appendix 2.
  - Some features of the written Standard English.
- Use and understand the grammatical terminology in English Appendix 2 in discussing their writing.

## **Years 3 and 4**

### **Reading – word reading:**



- Apply their growing knowledge to root words, prefixes and suffixes (etymology and morphology) as listed in English Appendix 1, both to read aloud and to understand the meaning of new words they meet.
- Read further exception words, noting the unusual correspondences between spelling and sound, and where these occur in the word.

### **Reading – Comprehension:**

- Develop positive attitudes to reading and understanding of what they read by:
  - Listening to and discussing a wide range of fiction, poetry, plays, non-fiction and reference books or textbooks.
  - Reading books that are structured in different ways and reading for a range of purposes.
  - Using dictionaries to check the meaning of words that they have read.
  - Increasing their familiarity with a wide range of books, including fairy stories, myths and legends, and retelling some of these orally.
  - Identifying themes and conventions in a wide range of books.
  - Preparing poems and play scripts to read aloud and perform, showing understanding through intonation, tone, volume and action.
  - Discussing words and phrases that capture the reader's interests and imagination.
  - Recognising some different forms of poetry, for example free verse, narrative poetry.
- Understanding what they read, in books they can read independently, by:
  - Checking that the text makes sense to them, discussing their understanding and explaining the meaning of words in context.
  - Asking questions to improve their understanding of a text.
  - Drawing inferences such as inferring characters' feelings, thoughts and motives from their actions, and justifying inferences with evidence.
  - Predicting what might happen from details stated and implied.
  - Identifying main ideas drawn from more than one paragraph and summarising these.
  - Identifying how language, structure, and presentation contribute to meaning.
  - Retrieve and record information from non-fiction.
  - Participate in discussion about both books that are read to them and those they can read for themselves, taking turns and listening to what others say.

### **Writing - transcription:**

- Use further prefixes and suffixes and understand how to add them to root words (English Appendix 1).
- Spell further homophones.
- Spell words that are often misspelt (English Appendix1).

- Place the possessive apostrophe accurately in words with regular plurals (for example, girls', boys') and in words with irregular plurals (for example, children's).
- Use the first two or three letters of a word to check its spelling in a dictionary.
- Write from memory simple sentences, dictated by the teacher, that include words and punctuation taught so far.

### **Handwriting:**

- Use the diagonal and horizontal strokes that are needed to join letters and understand which letters, when adjacent to one another, are best left unjoined.
- Increase the legibility, consistency and quality of their handwriting (for example, by ensuring that the downstrokes of letters are parallel and equidistant; that lines of writing are spaced sufficiently so that the ascenders and descenders of letters do not touch).

### **Writing – composition:**

- Plan their writing by:
  - Discussing writing similar to that which they are planning to write in order to understand and learn from its structure, vocabulary and grammar.
  - Discussing and recording ideas.
- Draft and write by:
  - Composing and rehearsing sentences orally (including dialogue), progressively building a varied and rich vocabulary and an increasing range of sentence structures (English Appendix 2).
  - Organising paragraphs around a theme.
  - In narratives, creating settings, characters and plot.
  - In non-narrative material, using simple organisational devices, for example headings and sub-headings.
- Evaluate and edit by:
  - Assessing the effectiveness of their own and other's writing and suggest improvements.
  - Proposing changes to grammar and vocabulary to improve consistency, including the accurate use of pronouns in sentences.
- Proofreading for spelling and punctuation errors.
- Read aloud their own writing, to a group or the whole class, using appropriate intonation and controlling the tone and volume so that the meaning is clear.

### **Writing – vocabulary, grammar and punctuation:**

- Develop their understanding of the concepts set out in English Appendix 2 by:
  - Extending the range of sentences with more than one clause by using a wider range of conjunctions, including when, if, because, although.
  - Using the present perfect form of verbs in contrast to the past tense.

- Choosing nouns or pronouns appropriately for clarity and cohesion and to avoid repetition.
- Using conjunctions, adverbs and prepositions to express time and cause.
- Using fronted adverbials.
- Learning the grammar for years 3 and 4 in English Appendix 2.
- Indicate grammatical and other features by:
  - Using commas after fronted adverbials.
  - Indicating possession by using the possessive apostrophe with plural nouns.
  - Using and punctuating direct speech.
- Use and understand the grammatical terminology in English Appendix 2 accurately and appropriately when discussing their writing and reading.

## **Years 5 and 6**

### **Reading – word reading:**

- Apply their growing knowledge of root words, prefixes and suffixes (morphology and etymology), as listed in English Appendix 1, both to read aloud and to understand the meaning of new words that they meet.

### **Reading – comprehension:**

- Maintain positive attitudes towards reading and understanding by:
  - Continuing to read and discuss an increasingly wide range of fiction, poetry, plays, non-fiction and reference books or textbooks.
  - Reading books that are structured in different ways and reading for a range of purposes.
  - Increasing their familiarity with a wide range of books, including myths, legends and traditional stories, modern fiction, fiction from our literary heritage, and books from other cultures and traditions.
  - Recommending books that they have read to their peers, giving reasons for their choices.
  - Identifying and discussing themes and conventions in and across a wide range of writing.
  - Making comparisons within and across books.
  - Learning a wider range of poetry by heart.
  - Preparing poems and plays to read aloud and to perform, showing understanding through intonation, tone and volume so that the meaning is clear to an audience.
- Understand what they read by:
  - Checking that the book makes sense to them, discussing their understanding and exploring the meaning of words in context.

- Asking questions to improve their understanding.
- Drawing inferences, such as inferring characters' feelings, thoughts and motives from their actions, and justifying inferences with evidence.
- Predicting what might happen from details stated and implied.
- Summarising the main ideas drawn from more than one paragraph, identifying key details that support the main ideas.
- Identifying how language, structure and presentation contribute to meaning.
- Discuss and evaluate how authors use language, including figurative language, considering the impact on the reader.
- Distinguish between statements of fact and opinion.
- Retrieve, record and present information from non-fiction.
- Participate in discussions about books that are read to them and those they can read for themselves, building on their own and others' ideas and challenging views courteously.
- Explain and discuss their understanding of what they have read, including through formal presentations and debates, maintaining a focus on the topic and using notes where necessary.
- Provide reasoned justifications for their views.

#### **Writing – transcription:**

- Use further prefixes and suffixes and understand the guidance for adding them.
- Spell some words with 'silent' letters, for example, knight, psalm, solemn.
- Continue to distinguish between homophones and other words which are often confused.
- Use knowledge of morphology and etymology in spelling and understand that the spelling of some words needs to be learnt specifically, as listed in English Appendix 1.
- Use dictionaries to check the spelling and meaning of words.
- Use the first three or four letters of a word to check spelling, meaning or both of these in a dictionary.
- Use a thesaurus in order to expand vocabulary.

#### **Handwriting and presentation:**

- Write legibly, fluently and with increasing speed by:
  - Choosing which shape of a letter to use when given choices and deciding whether or not to join specific letters.
  - Choosing the writing implement that is best suited for a task.

#### **Writing – composition:**

- Plan their writing by:
  - Identifying the audience for and purpose of the writing, selecting the appropriate form and using other similar writing as models for their own.

- Noting and developing initial ideas, drawing on reading and research where necessary.
- In writing narratives, considering how authors have developed characters and settings in what pupils have read, listened to or seen performed.
- Draft and write by:
  - Selecting appropriate grammar and vocabulary, understanding how such choices can change and enhance meaning.
  - In narratives, describing settings, characters and atmosphere and integrating dialogue to convey character and advance the action.
  - Précising longer passages.
  - Using a wide range of devices to build cohesion within and across paragraphs.
  - Using further organisational and presentational devices to structure text and to guide the reader, for example headings, bullet points, underlining.
- Evaluate and edit by:
  - Assessing the effectiveness of their own and others' writing.
  - Proposing changes to vocabulary, grammar and punctuation to enhance effects and clarify meaning.
  - Ensuring the consistent and correct use of tense throughout a piece of writing.
  - Ensuring correct subject and verb agreement when using singular and plural, distinguishing between the language of speech and writing and choosing the appropriate register.
- Proof-read for spelling and punctuation errors.
- Perform their own compositions, using appropriate intonation, volume, and movement so that meaning is clear.

### **Writing – vocabulary, grammar and punctuation:**

- Develop their understanding of the concepts set out in English Appendix 2 by:
  - Recognising vocabulary and structures that are appropriate for formal speech and writing, including subjunctive forms.
  - Using passive verbs to affect the presentation of information in a sentence.
  - Using the perfect form of verbs to mark relationships of time and cause.
  - Using expanded noun phrases to convey complicated information concisely.
  - Using modal verbs or adverbs to indicate degrees of possibility.
  - Using relative clauses beginning with who, which, where, when, whose, that or with an implied (i.e. omitted) relative pronoun.
  - Learning the grammar for Years 5 and 6 in English Appendix 2.
- Indicate grammatical and other features by:
  - Using commas to clarify meaning or avoid ambiguity in writing.

- Using hyphens to avoid ambiguity.
- Using brackets, dashes or commas to indicate parenthesis.
- Using semi-colons, colons or dashes to mark boundaries between independent clauses.
- Using a colon to introduce a list.
- Punctuating bullet points consistently.
- Use and understand the grammatical terminology in English Appendix 2 accurately and appropriately in discussing their writing and reading.