



WIDNES
ACADEMY

ASPIRING AND ACHIEVING

Presentation Policy 2023-2024

A GREAT
PLACE
**TO BE A
PART OF**

MEMBER OF THE WADE DEACON TRUST

Presentation

It is important to instil in children a sense of pride by setting high expectations for presentation in their work. Each class should have on display the 'Presentation Expectation Guide' for the children to follow.

Handwriting

The teaching of handwriting will depend on the needs of the child in each year group. It will be taught on a regular basis. The focus in early years and key stage 1 will be on correct letter formation and moving towards the children developing their initial letter joins.

In key stage 2 the focus will be on children producing neatly joined handwriting. Any children who are not forming and joining letters correctly will be taught on a regular basis to meet these needs.

When writing in their books all children will be expected to use good quality handwriting.

Guidelines:

Early Years Foundation Stage

- Date will be written by an adult
- Title or learning objective will be written by an adult
- Date and Learning Questions may be printed on labels
- Errors will be corrected by crossing out (a single horizontal line through the ~~error~~) and rewriting after.
- Rubbers will be used at the teacher's discretion.
- Coloured pencils will be used for colouring.

KS1

- Date will be introduced when appropriate and will be underlined with a ruler.

– English ☒ **Monday, 5th September 2023**

– Maths and all other work ☒ **05.09.23** ☒

- The Learning objective will be written by T/TA/child.
- Date and Learning objective may be printed and added to books.
- Errors will be corrected by crossing out (a single horizontal line through the ~~error with brackets around~~) and rewriting after.
- Rubbers will be used at the teacher's discretion and for presentation work.
- Any lines will be drawn with a pencil and a ruler.
- Coloured pencils may be used in books.
- When using squared paper, each digit or symbol will be written in a separate square.
- Children will glue additional paper into their books straight and neatly, not hanging over the edge of the page

KS2

- Date will be underlined with a ruler

– English ☒ **Monday, 5th September 2022**

– Maths and all other work ☒ **05.09.22**, using one digit per square.

- The Learning Objective will be written at the beginning of each piece of work, and will be underlined with a ruler.

- Errors will be corrected by crossing out (a single horizontal line through the ~~error~~) and rewriting after.
- Rubbers will be used at the teacher's discretion and for presentation work.
- Coloured pencils may be used in books
- Mathematical drawings and scientific diagrams will be drawn using a pencil and ruler.
- When using squared paper, each digit or symbol will be written in a separate square.
- Children will glue additional paper in their books straight and neatly, not hanging over the edge of the page.

In English work

Monday, 5th September 2023

LQ → ...?

~~error~~

In Maths, Science and Geography:

05 . 09 . 23

LQ → ...?

~~error~~ $234 + 34 =$

Teacher's Guide

- Handwriting pens to be given when a pupil demonstrates neat cursive letters at the **teacher's discretion**. These pens can then be used in all subjects.
- In Key stage 1 special feather pencils given out at the teacher's discretion for correct letter formations.
- **Worksheets** - the use of worksheets should be **strictly limited** to encourage independent writing skills.
- Teachers should use a **green** pen when marking and giving written feedback.
- Children should respond to the feedback in a **purple pen** in all books.

