



Great Whelnetham C of E Primary School

English Policy Document

	Date	Signed
	Spring term 2021	Chair of Governors
Approved by:	Great Whelnetham C of E Primary School Local Governing Body.	
Review date:	Spring term 2023	

Great Whelnetham C of E Primary School

English Policy

VISION AND AIMS:

At Great Whelnetham C of E Primary school we place a high importance on children developing a life-long love of reading and writing and strive to provide a rich and inspiring English curriculum for this to be achieved. We believe it is vital that our children develop the skills and knowledge not only to be 'secondary school ready' but to go on to become confident and effective communicators in the outside world.

Our aims for the teaching and learning of English are that all children should:

- Be able to read a range of materials fluently, with understanding and to read for enjoyment and information.
- Be able to write effectively, for different purposes and audiences and for enjoyment. To write with neat handwriting, correct spelling and accurate punctuation and grammar.
- Be able to communicate effectively and with confidence using Standard English.
- Be able to listen to others' attentively, with understanding, pleasure and empathy.

STATUTORY REQUIREMENTS:

The statutory requirements for the teaching and learning of English are set out in the National Curriculum in England: English Programmes of Study – Key Stages 1 and 2 (2013) and in the Communication and Language and Literacy sections of the Early Years Foundation Profile (2012).

TEACHING AND LEARNING

At Great Whelnetham C of E Primary, we aim to inspire our children to have a love of reading and writing. We aim to plan our lessons so that they capture the children's interest, giving them a reason to read and write and using a wide range of teaching strategies as detailed in our 'Key Teaching Strategies for Reading and Writing' (see Appendix 1 and 2). Each class has a dedicated English session every day which may take on a focus of reading, writing or spelling, grammar and punctuation (SPaG). Clear learning objectives and success criteria, in the form of chilli challenge or a checklist are provided for the children to refer to so they can check the level they are currently working at and what they need to do next to move on in their learning. Lessons are differentiated to ensure all children can access the curriculum and to provide all children the opportunity to be challenged. Children in each class are also supported by a teaching assistant or by a Higher-Level Teaching Assistant. The English skills which children are taught are reinforced and applied in all other areas of the curriculum.

APPROACHES USED TO TEACH AND SUPPORT SPOKEN LANGUAGE

We recognise the importance of spoken language in pupils' development, especially as it underpins the development of reading and writing. We offer all pupils a language rich environment where their ideas are sought and valued. Children are encouraged to develop their communication skills throughout the school in a variety of contexts.

In EYFS and Year 1 examples of these include:

- Through their everyday play
- Weekly 'Show and Tell' sessions
- Story time
- Listening to instructions on sound buttons
- Rhymes and songs
- Role Play
- Circle time discussions for example in PSHE and RE
- Recording their ideas on video using the I-pad
- Learning partners to discuss answers with before sharing with the class.
- Nativity and class assemblies
- School Council

From Year 2 – Year 6 examples of these include:

- Learning partners
- Role play / drama activities
- Using film to record their ideas / to explain concepts.
- Debates / discussions during English and other curriculum areas.
- Performance and class assemblies
- School Council
- Circle time discussions for example in PSHE and RE

APPROACHES USED TO TEACH READING:

EYFS and Year 1:

- Daily phonics sessions are primarily used to support the acquisition of early reading skills. Please see below for further information about the teaching of phonics.
- Children in Reception begin our structured reading scheme which consists of a range of fiction and non-fiction books. Teachers select the children's reading book according to the phonic level.
- Children read 1:1 with a teacher or TA and are supported to apply their phonic skills to read simple sentences and through discussion, develop their understanding of what they have read.
- Tricky words are taught in phonic sessions and reinforced in continuous provision, guided reading and when hearing individuals read.
- A language rich environment provides the children with a range of opportunities to read. Reading corners and designated spaces, allow children to read and share books together. Often adults sit in the reading areas to model and share their love of reading with the children too.

- Daily whole class sessions where an adult shares a book with all the children. The aim of these sessions is to expose children to a wide range of children's literature, to promote their enjoyment of reading and to develop their comprehension skills.
- Every week the children visit the school library to choose a book to read for pleasure which can be taken home to share.
- Children begin to take part in guided reading sessions to share books together and practice skills such as decoding or comprehension.

Year 2 – Year 6

- Children continue to follow our structured reading scheme and have a reading book which they read in school to a teacher or TA and take home to read to parents/family.
- Children in older year groups, who can read completely independently, move onto 'Free Readers' and choose their own reading book from a selection in school. Teachers or TA's will occasionally hear these children read but they are expected to continue to read regularly at home.
- Weekly guided reading sessions take place to develop children's comprehension skills. These sessions are organised as 'whole class reading'. Each cohort will share, discuss and answer comprehension questions about the same text. These questions aim to develop a range of comprehension skills which include: retrieval, inference and authors intent. Please see Appendix I for our 'Key Teaching Strategies for Reading'.
- We believe that children must be exposed to a range of high order vocabulary and therefore reviewing and learning new vocabulary is a key part of each guided reading session.
- Children are immersed in a language rich classroom environment with designated areas for books and reading information.
- Each class has a class novel that they read as a whole class. Adults regularly read the chosen book to the children and the love of reading is shared together.
- Each class has a regular 'book auction'. This is when a selection of high-quality books are presented to the children and they can auction/vote for which book they want to 'win' and to take home to read. Once they have finished the book, they return it to the auction for other children to 'win'.
- Every week the children visit the school library to choose a book to read for pleasure which can be taken home to share. The school library has a range of fiction and non-fiction reading materials which is regularly updated.

During the year we also aim to provide the children with enriching experiences and opportunities to inspire them to develop a love of reading. These experiences include story tellers and authors visiting the children, celebrating World Book Day, book fayres, reading competitions and after school 'book clubs'.

APPROACHES USED TO TEACH WRITING:

EYFS and Year 1

- During their first year of school, children are strengthening their fine and gross motor skills which in turn support the development of their writing. We therefore include a range of opportunities in

- the provision for children to develop their fine and gross motor skills, for example, using tweezers to pick up items, using water and paint brushes to make marks outside and manipulating playdough.
- We value that at this stage, children are emergent writers where they will make marks in their play before moving onto forming letters and words. Therefore, the class environment, including the outdoor area, is set up so that children can access a range of materials to mark make with, for example they can use paint, pencil, chalk and sand.
 - As children begin phonics sessions, children are encouraged during their play and in adult led activities children are encouraged to apply their newly taught phonics skills and to 'have a go' at writing. Every attempt at mark making and writing is valued.
 - To encourage children to practise their phonic skills and to write in their play, motivating purposes for them to write for are provided alongside a range of interesting resources for them to use.
 - In year 1, children receive English lessons to further develop their early writing skills. During these sessions, the class teacher will focus on the composition aspect of writing as set out in The National Curriculum (2014) for year 1.
 - We use a range of strategies to teach writing, these include teacher modelling, guided writing in small groups, writing in pairs, using drama and stories to stimulate ideas for writing and giving children exciting and purposeful reasons to write. These are called our 'Key Teaching Strategies for Writing' (Appendix 2).
 - Throughout the term children will be given opportunities to write a range of poetry, non-fiction and narrative.
 - Excellent pieces of work are shared with the class, displayed in the classroom and can be shared with the Head teacher.

Year 2 – Year 6:

- From year 2 onwards, children will continue to have daily English sessions. Children build on previous skills and are taught the composition aspects set out in The National Curriculum (2014) for their individual year group.
- Not only do we aim to develop children into independent, confident writers, we feel it is also essential that we inspire and motivate all children to want to write and aim to achieve this through applying our 'Key Teaching Strategies for Writing' (Appendix 2).
- Children are taught to write in a variety of genres which will include types of poetry, narrative and non-fiction.
- We believe that writing skills from Reception through to year 6 should also be taught, applied and assessed across the curriculum, not just in English lessons. We therefore continue to have high expectations of the written work children complete in every subject.

PHONICS:

To teach phonics, we use the Letters and Sounds framework. Children in Reception and KS1 are taught phonics in daily 20 minute sessions. These sessions are planned to include a range of interactive, multi-sensory and engaging activities and resources.

SPELLING, PUNCTUATION AND GRAMMAR (SPaG):

The teaching of spelling, punctuation and grammar is taught in line with The National Curriculum (2014). Each year group, from year 1, uses the National Curriculum (2014) to identify the terminology and skills needed to be taught during the year.

Children in Reception are taught the spellings of High Frequency Words including those that are non-decodable. Children in year 1 continue to learn High Frequency words including those that are non-decodable in addition to the words set out in the National Curriculum. As children move into year 2 and through to year 6 they continue to learn spelling rules and spellings set out in the National Curriculum. Spellings are taught daily and tested weekly.

Punctuation and grammar is taught to children in year 1 as part of their English Lessons and from year 2 onwards, children have a discrete session each week which focuses on a key element of punctuation or grammar.

HANDWRITING

We expect all children to take pride in the work they produce in all areas of the curriculum. To support this, we begin by teaching children how to form individual letters, digraphs and trigraphs using the correct orientation with clear ascenders and descenders. Once children reach year 2, we develop skills in joining and teach the children cursive handwriting, ensuring the correct leaders and exit points are used. Please see appendix 2 for an example. By the end of key stage 1, children are expected to be able to write clearly with joined handwriting. In key stage 2 children continue to develop these skills and by years 5 or 6, can create their own cursive handwriting style.

ASSESSMENT OF ENGLISH:

EYFS:

- On entry baseline assessment of Communication and Language and Literacy.
- Observations throughout the year recorded on Tapestry.
- Half termly assessment against all areas of the Early Learning Goals and recorded on school tracking document.
- Termly assessment against areas of the Early Learning Goals are recorded and tracked.
- End of year assessment to assess if children are working at an 'emerging, expected or exceeding level' against the Early Learning Goals set out in the Early Years Profile.

Key Stage 1 and Key Stage 2:

Formative Assessment: –

Teachers use 'assessment for learning' to ensure that planning and activities for children to complete build upon children's existing knowledge. It is used to assess how children are progressing in every session so that support and challenge can be given immediately to ensure all

pupils make progress. Teachers will use a variety of formative assessment strategies during lessons which include:

- Providing a clear learning objective and success criteria in the form of 'good, better, best' or a checklist at the start of each session.
- Giving verbal feedback to individuals during the lesson.
- Marking children's books with regular next steps when appropriate.
- Peer and self-assessments.

Summative Assessment: -

Summative assessment is the 'assessment of the learning' that has taken place and usually consists of an independent assessment or test.

- Year 1 will have a Phonics Screening Check at the end of the year. Year 1 are primarily assessed through teacher assessments but will begin completing Rising Stars and PUMA assessments in Reading during the year.

Children are assessed from year 2 onwards using the following assessments:

- Independent pieces of writing are completed throughout the year and are assessed using 'Teacher Assessment Frameworks' for year 2 and year 6. For years 1,3,4 and 5 we use the schools teaching assessment framework.
- At the end of each term the children have assessments in Spelling (Rising Stars), Reading and SPaG (PUMA)
- Reading Age assessed using Salford Reading (October and April)
- Year 2 SATS in Reading, Maths, SPaG take place in May/ June. The results of these are used to help inform the teacher's assessments. Writing assessment at the end of year 2 is teacher assessment only.
- Year 6 SATS in Reading, Maths and SPaG take place in May/June. Writing assessment at the end of year 6 is teacher assessed.

Please note that assessments are made under the conditions which children would normally work under. Therefore if children require extra time to complete assessments; need materials adapted or work need in a quiet space, these adjustments are made.

SUPPORTING CHILDREN WITH A SPECIAL EDUCATIONAL NEED OR DISABILITY (SEND)

All children receive 'Quality First Teaching'. English lessons are planned and differentiation effectively so that all the children are not only supported in their learning but are also given the appropriate challenge to enable to make progress. Appropriate and reasonable adjustments are made to how the curriculum is delivered and the resources provided so that children who have a special educational need or disability can continue to access the curriculum. Children with SEND will have a 'Pupil Passport' which details the interventions and additional support the child is receiving for English, if required for this curriculum area.

INTERVENTIONS:

When a child is identified as needing extra support in English, we have the following intervention programmes and resources to use to support the child in their learning. These include: Ginger Bear, Bear Necessities, Dancing Bears, Apples and Pears, Toe by Toe, Clicker 6 and daily reading. We also have time each week for small group interventions with our TAs. These are planned to specifically meet the needs of the individual child or group.

PARENT INVOLVEMENT

We encourage parents to be actively involved in their child's learning journey. We invite parents into school for 'Share Days' where they, or other family members, can come and join in with their child's learning. We also invite parents into school to hear children read, hold parent information evenings and include information about what their child will be learning on the school website. We also ask parents to support their child at home by hearing them read and to learn their weekly spellings. Teachers formally report to parents about their child's reading and writing attainment and progress three times a year in the form of parents' evenings and reports.

STAFF DEVELOPMENT (CPD)

Staff are supported by the subject leader in developing their practice and subject knowledge. A variety of courses are provided for staff to attend through a range of training providers, internally within school within our MAT. All teachers take part in internal moderation of their reading and writing assessments. Teachers also take part in external writing moderation with other schools.

MONITORING AND EVALUATION / ROLE OF THE SUBJECT LEADER

English is monitored by the subject leader, governors and by the Head teacher. At the beginning of the year key priorities for English are identified using the School Development Plan and an action plan is formulated to address them. Throughout the year the subject leader, along with governors use this action plan to form any monitoring activities which include; planning and book analysis, learning walks and pupil perceptions. Throughout the year the impact of any actions taken place is evaluated and at the end of the year a subject health check is performed to identify areas of development and success.

The English subject leader is also responsible for:

- Providing leadership and vision
- Monitoring the delivery of the curriculum, including the use of the 'Key Strategies for Teaching Reading and Writing'
- Supporting staff in their planning and implementation of the National Curriculum and in assessing the progress of their children.
- Purchasing and maintaining resources
- Reviewing the English policy

- Keeping up to date with any developments in the English curriculum and assessment of English
- Supporting staff in the teaching and learning of English.
- Maintaining a file of evidence, recording a range of English activities throughout the school.
- Organising key events

This policy should be read in conjunction with the following school policies:

AFL, Marking and Feedback Policy

Homework Policy

SEND Policy

Teaching and Learning Policy

Appendix 1: Key Teaching Strategies for Reading

These are our strategies which must be taken into consideration / used when teaching reading from Y1 – Y6:

- Use high quality texts, from a range of sources.
- High expectations of both verbal responses and written work
- Include opportunities to read across the curriculum.
- Range of writing; poetry, non-fiction, narrative
- Introducing and Recapping Vocabulary: Start of every lesson to include a vocabulary recap – give children 3 words which they have previously learnt so they can recap their definition. Then introduce 3 new words to the children which they will be coming across in that lessons text. Give children the definition for these words, children to say when they find the word. Still allow children to underline any words they do not know the meaning of and discuss these.
- Questions – to be in the good (retrieval), better (inference) and best (authors choice) and challenge (a question aimed at children working at GDS) format.
- Format of lesson:
 1. Vocabulary recap and introduction.
 2. Children to read the text independently, underlining words they cannot read or do not know the meaning of.
 3. Go through the text together, questioning the children e.g. What did this paragraph tell us, what did we learn about... here, any words they children were not aware of etc.
 4. Children to answer their guided reading questions. Teacher to offer to read the text to a small group of children to support their understanding (Teacher to choose children).
- Displays – vocabulary wall
- Book Auctions
- Reading whole class novel – Weekly
- Reading clubs throughout the school year
- Reader of the half term – to receive a bookmark.
- Story tellers to come in and work with the children

*Guided reading will be introduced in Reception Summer 2, if the children are ready and then from Year 1. It will be taught in small groups using books from the guided reading library. The same format of the lesson can be used but the children will be reading the text out loud and listening to each other. The format of the questions / activity may vary.

Appendix 2:

Key Teaching Strategies for Writing

These are our strategies which must be taken into consideration / used when teaching writing from Year 1 – Year 6.

- High expectations of both verbal responses and written work
- Teacher to model writing whilst explaining choices
- Include writing across the curriculum, including extended writing opportunities
- Children to experience examples of the text type being taught e.g. highlighting key features
- Range of writing; poetry, non-fiction, narrative
- Shared writing opportunities including partner, whole class and TA/group
- Opportunities to magpie ideas from others
- Use mini plenaries to listen to good examples of writing from other pupils
- Have a hook when introducing writing and for the children to have an audience to write for
- Lessons / daily warm up with the Teacher and TA doing the activity along with the children
- Displays: Working wall, examples of text
- Writing targets to be revisited every lesson
- Drama
- Give children the choice of what to write
- Children to have opportunities to record writing in a variety of ways; talk buttons, Laptops, i-pads etc.
- Writing clubs throughout the school year
- Writer of the month – to receive a pen
- Story tellers to come in and work with the children

Appendix 3:

a b c d e f g h i

j k l m n o p q r

s t u v w x y z