



### The Flying Bull Academy

### Presentation Guidelines

At Flying Bull, we **EXPECT** careful presentation as a reflection of the value placed upon the children's work in all areas of the curriculum. In order that the children should be able to be proud of the work they produce and to establish consistency throughout the school, we expect work to be presented as follows:

**CHILDREN MUST NOT DEFACE THE COVERS OF ANY SCHOOL BOOKS.**

**There will be sanctions for those children who do.**

#### General Presentation

- ALL WORK MUST BE DATED
- Stickers are used for the date and the Learning Intention –  
*Ph 2 short date*  
*Ph 3 writing short or long date*  
*Ph 4 age appropriate stickers*  
(Where a sticker is not used, every piece of work must still be clearly dated.)
- The children will **NOT** use erasers. Mistakes should be struck through with a **single** horizontal line.
- All loose plain paper should be named, dated and carefully stuck into the child's relevant book.
- All lines should be drawn using a ruler, including diagrams and charts. This will start in Phase 2.
- Before starting a new piece of work, a sensible amount of space should be left after the last piece of work. Space should not be wasted.
- When sticking work in, just glue four corners of the piece of work.

#### Handwriting

- We encourage the transfer of handwriting skills into all written work, *a consistent cursive script*.

- We ensure we are teaching the Tripod Grip.

### **Editing**

- For editing, the children should either leave a line after each line they have written or write a page and leave a page next to it. This can depend on the piece of work.

### **Using narrow lined books and pens**

- In Key Stage 1, the children are given the chance to earn a narrow lined book when they are showing the appropriate handwriting style. When children are showing a clear and legible script in these books, they can earn their Penmanship Certificate and begin to use a pen. The expectation is that children should have achieved this standard by the end of Year 4
- The class teacher should send the child with examples of their clear and legible script to the Phase Leader where they will be given a certificate and a pen. Pen should then be used for all subjects, except Maths, where the children should continue to use pencil.  
By the start of Year 5, all children should be given the option of writing with a pen or a pencil.

### **Mathematics Work**

- We expect maths work to be presented clearly to support the accuracy of their work and the development of their mathematical thinking. Children should be taught the one number, one square rule from an early age.
- Jottings for Maths should be next to calculations to which they relate.
- Maths starter work should be in the back of the maths book and the work should be dated.