



Guidance on Presentation in Jotters

- All written work should be dated. Write out fully in Literacy/ Writing jotters and numerically in Maths Jotters
- Work should have a title
- A ruler should be used to underline titles
- In maths jotters one digit in each box (unless working with fractions)
- No drawing on outside of jotters
- Jotters clearly and correctly labelled with name, class and subject.

Guidance on Jotter Moderation

Children's work shows that they are working at an appropriate level of difficulty.

Differentiation is evident where appropriate

Sufficient work has been undertaken since the beginning of the session

The work is regularly completed

The quantity of each piece of work is appropriate

The quality of each piece of work is appropriate

The presentation of children's work is consistently:

- Well presented
- dated
- titled
- well spaced
- rulers used
- sharp pencils
- Graffiti free

Learning Intentions and Success Criteria are evident

Children's written work is regularly marked

A variety of assessment strategies are used- peer, self, teacher

As a result of informal and formal assessments and corrections, teachers give children continuous, positive feedback on how they are doing their work by, for example:

- Making positive formative comments in jotters linked to L.I and S.C
- Giving further examples in jotters
- Directing children to work more suited to their ability

May 2016