

St. Mary's Presentation Rules for Children

The way that I present my work shows how much pride I take in my learning.

- My work must be neat enough for others to read.
- I must always write the date and title and underline these using a ruler.
- I must use the short date in Maths books, like this: 17.3.14 or 17/3/14.
- I must use the long date in all other books, like this: Monday 17th March 2014.
- I must complete the WALT, Learning Outcomes and Success Criteria slip for every English and Maths lesson.
- I must write in St Mary's handwriting, using in-strokes and out-strokes and joined up when I am ready.
- I must use only pencil in maths books.
- I may use the school handwriting pen in other books, only when I have earned my pen licence.
- I must always use punctuation pens when I edit and improve my own work.
- I must always read and respond to adults' marking and should do what they have asked me to, using the punctuation pens.
- I must always use punctuation pens when peer marking others' work and I should do this on Post It Notes/inserts, not straight onto their work.
- I must use a pencil and ruler to draw tables, diagrams, arrows etc.
- I must form my digits correctly and write in the squares.
- When I start a new piece of work, I must rule off the last piece of work using a ruler.
- I must cross out mistakes with one line, not change or scribble over things.
- I must use a ruler to draw one line through my work if I make a longer mistake.
- I may only use an eraser when the teacher allows this.
- My worksheets must be named, dated and titled.
- I must take care to stick worksheets neatly into my books.
- I must not make drawings around my self assessments.
- My books must never have doodling on the front or inside of them.
- It is my responsibility to keep my books clean and neatly presented.