

# Writing Policy



## Overview

This Policy is set within the context of the School Mission Statement:

**“I come that they may have life and have life to the full”**

John 10:10

At Holy Rosary, we teach children to write fluently and accurately for a range of purposes so that they can communicate their ideas appropriately.

This policy is a statement of the aims, principles and strategies for implementing Writing throughout the whole of Holy Rosary School. Through this we will nurture children’s spiritual, moral and social development within our Catholic ethos. The policy will be reviewed in line with the priorities set in the school development plan.

## Objectives

1. To promote high standards of writing (including the use of language, grammar and punctuation, and good presentation).
2. To equip children with a strong command of the written word.
3. To ensure that children acquire a wide vocabulary, an understanding of grammar and knowledge of linguistic conventions for writing.
4. To teach children to write clearly, accurately and coherently, adapting their language and style for a range of contexts, purposes and audiences
5. To enable children to use discussion in order to learn; they should be able to elaborate and explain clearly their understanding and ideas, and evaluate their own written work.

## Strategies

1. Teachers will use Talk for Writing as the main strategy for the teaching of writing, to share quality texts with children as a basis for quality vocabulary and ideas.
2. Spoken language will underpin the development of writing, through the use of Talk for Writing.
3. The quality and variety of language that children hear and speak will be used for developing their vocabulary and grammar and their understanding for writing.
4. In Key Stage 1, children will be taught phonics using the ‘Read Write Inc.’ scheme and move onto taught spelling through the ‘No-nonsense Spelling’ scheme.
5. Teachers will ensure the continual development of children’s confidence and competence in written skills by applying learnt skills in other subjects.
6. Children will be taught to plan and prepare their ideas before they write, as per the Talk for Writing framework.
7. Children will be helped to make their thinking clear to themselves as well as to others, and teachers will ensure that children build secure foundations by using discussion and verbal feedback to probe and remedy their misconceptions.
8. Teachers will use the marking and feedback policy in order to provide feedback and challenge to children, and to highlight and correct misconceptions.
9. Teaching will develop children’s competence in transcription and composition and they will be taught how to plan, revise and evaluate their writing.
10. Children will be given the opportunity to self and peer edit work.

# Writing Policy



11. Children will be taught to use the elements of spelling and grammar, punctuation correctly and to understand and use Standard English in their writing.
12. Children will be taught to use correct grammar and punctuation, spelling and sentence structure through a combination of discrete lessons and modelled writing, as per the Talk for Writing structure.
13. Children will be given the opportunity to apply their writing skills independently through other subjects, e.g. History, Geography and Science.
14. High standards of presentation will be modelled by staff and expected of the children in all writing.
15. Each classroom will display each year group's writing expectations and refer to these as a reminder for all children

## Outcomes

All the skills of English (including writing) are essential to participating fully as a member of society; children, therefore, will learn to write fluently and confidently in order to prepare them for the future. Holy Rosary's Governing Body will determine, support, monitor and review the school policies on Writing. In particular, they will monitor the effectiveness of the school's policy through the school self-review processes and assess its impact.

## Data Protection Statement

The procedures and practice created by this policy have been reviewed in the light of our Data Protection Policy. All data will be handled in accordance with the school's Data Protection Policy.

Data Audit For This Policy					
What?	Probable Content	Why?	Who?	Where?	When?
English books	First name and class at the front of book	Identification of work and assessment	Teachers	In the classroom	Throughout the academic year
Writing assessment	Name and age related statements	Assessment of ability and tracking	Teachers	Insight	Held on file throughout child's time at school

As such, our assessment is that this policy:

Has Few / No Data Compliance Requirements	Has A Moderate Level of Data Compliance Requirements	Has a High Level of Data Compliance Requirements
✓		

[Revised and adopted by the Governing Body on:](#) 30<sup>th</sup> November 2022

[Signed:](#) *P. Devine*

[Date to be reviewed:](#) 30<sup>th</sup> November 2024