



Presentation Policy

GENERAL

- All work is dated and titled
DUMTUMS
(Date, Underline, Miss a line, Title, Underline, Miss a line, Start)
- Use a ruler for ALL straight lines
- Only start a new page if there is no space on previous page
- Year 3-6 Black pen for writing, Mathematical drawing in pencil in Year 5/6 and all Maths in pencil for Year 3/4 . Year 2 pupils who are capable start using pen when ready in writing.
- Self and peer assessment feedback sheets to be stuck into books regularly - age appropriate

MATHS

- DUMTUMS – date in figures
- Number each question
- One digit per square
- Write in pen and draw in pencil - no rubber - one line to cross out for year 5/6

ENGLISH

- DUMTUMS
- Handwriting to be taught at least 2x a week. All pupils consistently joining by end of year 2.
- Pink P Triangle = presentation is GOOD
- Green P Triangle = presentation requires improvement
- SP (margin) – Indicates spelling mistake on that line - curriculum ARE appropriate

(See book insert on back page for further guidance)

Policy agreed: September 2017

Policy to be reviewed: September 2018