KS3 ENGLISH WITH MEDIA HOUSEKEEPING

**Using your English notebook**

This book will be used for class notes. Please keep it as neat and tidy as possible! You must follow the school’s ‘Presentation of Work’ policy which is available in your homework diary.

This book is your responsibility and must be carried in your schoolbag on the days you have English. It is your responsibility to copy up if you miss any work.

**Using your English FAB (Formal Assessment Book)**

Your teacher will tell you when this book is to be used. This is for formal work and again must be kept neat and tidy. The principal may ask to look at this book at regular intervals.

**Using your English folder**

Your English folder will be kept by your teacher in class. All your assessments will be inside it.

**Marking Symbols**

Work is assessed through comments however the following symbols are also used throughout your work:

|  |  |
| --- | --- |
| **SYMBOL** | **INDICATES**  |
| √ | A good point/correct |
| X | An incorrect point |
| ? | Something doesn’t make sense |
| Sp  | A spelling mistake |
| Λ | A word/phrase is missing |
| Ο | A full stop is missing |
| CL | Capital letter |
| NP | A new paragraph is required |
| NAS | Not a sentence |

**Assessment Symbols**

Self, peer, class and teacher assessment will help you fine-tune your work. Assessment should always be completed with the success criteria in mind.

Your teacher will give you guidance. The following symbols are used to indicate what kind of marking has been used:

|  |  |
| --- | --- |
| **SYMBOL** | **INDICATES**  |
| SC | Self-check |
| PC | Peer check |
| CC | Class check |
| TC | Teacher check |

You will be expected to respond to feedback given on your work (**MRI**-My Response Is...). In class you will have **DIRT** (Dedicated Improvement and Response Time) or improvements may be set as homework.

**Reading for Pleasure**

Pupils in Years 8, 9 and 10 have one ‘Reading for Pleasure’ period each week. All pupils should carry a book with them.

**If you are not set a formal English homework you should read for 20 minutes.**

**TOP TIPS**

* Play a leading role in class discussion
* Be an active listener
* Plan/write/proof-read
* Learn spellings
* Correct spellings
* Ask for help
* Self-evaluate your work
* Read something every day
* Be an active reader
* Be prepared for assessments-manage your time effectively
* Focus on key terms in questions
* Respond to feedback given by your teacher
* Know where you are in your learning, where you want to be and how you are going to get there.

**English Project Work**

Pupils will be given an individual project to work on for every topic they study. These will complement the formal set homework and will improve the following skills: managing information; thinking, problem solving, decision making; being creative and self-management.