



Writing Action Plan 2023-24

| OBJECTIVES FOR 2023-24 | |
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| Achievement gap issues What is assessment analysis telling us (22/23) | Writing in all Year Groups is behind national expectations. Spelling, grammar and handwriting |
| Objective 1 | To improve handwriting across the school by summer of 2024 |
| Objective 2 | To make sure the whole school as standardized planning |

OBJECTIVE: To improve handwriting across the school by summer of 2024

| TARGET | ACTION | TIMESCALE | PERSON RESPONSIBLE | BUDGET/RESOURCE IMPLICATIONS | MONITORING (WHO BY AND HOW OFTEN) | SUCCESS CRITERIA |
|--|---|----------------------------|--------------------|------------------------------|--|--|
| All staff to attend inset training dates in Sept/Oct | Whole school training New lined books Dedicated spelling lessons. | Implement by October 2023 | LD WL | Cost of training - £800 | LD – to visit handwriting lessons Book scrutiny | All children to form letters correctly and use ascenders and descenders. |
| Children focus on letter formation and joins. | Dedicated time in timetables New lined books | Implementation by Dec 2023 | All staff | Cost of new books | Handwriting samples | Compare first piece of work to work today. |
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OBJECTIVE To standardize planning across the school

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|--|---------------|-------------|--------------------|------------------------------|-----------------------------------|---|
| To introduce a writing planning format | Staff meeting | Summer 2023 | LD | None | LD/ WL termly | All staff will know how to plan a literacy unit |

OBJECTIVE To standardize planning across the school

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| To introduce a literacy revision point or a 'do now' by October 2023 | Staff meeting expectations Literacy planning | By October half term | All teachers | -None | LD to visit all classes to see a 'do now' | Children can recall the grammar they have been taught the previous half term. |
| Each unit of work to have an 'overview' | LD to produce | By October half term | LD | None | WL to check | Teachers can follow overview to produce plan. |
| To link grammar to the literacy unit of work so that children can use and apply their grammar learnt by October 2023 | Staff meeting All teachers to include a minimum of three based grammar/sentence lessons in their planning. | Introduce Sept 2023 | All teachers | -None | LD to plan overviews Staff to include phase 2 lessons in their teaching. Independent writing books checked to see if children have included grammar from lessons. | Children use the grammar they have been taught in their lessons in their final piece of work. |