

HESSLE FEDERATION OF SCHOOLS

HESSLE HIGH SCHOOL

SPELLING POLICY

Rationale

1. To support the school's literacy strategy in KS3 by producing guidelines and common approaches to spelling across the curriculum.
2. To help departments develop technical and subject specific vocabulary.
3. To ensure that all classrooms have a dictionary available for use and that all students are encouraged to use it. To ensure that students make active use of spell check facilities when using I.T.
4. To ensure that all subject teachers emphasise the need for correct spelling and help students achieve a level of accuracy appropriate to their age and ability.
5. To ensure that teachers receive and use the available data about students' literacy levels (KS 2 scores, NFER/Vernon results, CATS RESULTS)

Guidelines

1. Students, particularly in year 7, should be encouraged to use the look, cover, say, write, check strategy. Many will have used this approach at primary school.
2. If spelling is a particular target, then students should be told before starting a piece of written work.
3. When students are writing, dictionaries should be easily available, preferably on students' desks.
4. Teachers should use a range of strategies to help students. See the suggestions for word walls, coloured ink, boxing/underlining words on white/black board.
5. Teachers can help students with technical or difficult vocabulary by discussing word derivations.
6. Corrections of spelling should follow the marking code (i.e. sp. in margin) and students should be encouraged to correct the word and write it in their spelling book (for year 7) or in the margin on their piece of work.
7. Specific help with spelling rules can be sought from the English or Learning Support departments.

The Learning Support department has produced a brief guide to spelling rules which could be used with students.

Date February 2008

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