

Armadale Primary School

Student Work Standards – Expectations 2021

Every student is required to produce work that is neat, legible and well presented.

Kindergarten Expectation

- Work standards are introduced, modelled and reinforced by staff
- Students are taught correct pencil grip
- Students are taught correct letter and number formations
- Common editing AND revising posters supplied by the school and displayed

Pre Primary and Year 1 Expectation

- Reinforce correct pencil grip
- Correct formation of letters and numbers
- Use a lead pencil when completing writing tasks (PP – formative; Y 1 – HB)
- Pre Primary students move to 24mm lines by Term 4
- Year 1 students use 24mm lines from the start and capable printers proceed to 18mm by the second semester
- No margin required but Year 1 to date work on top left side (PP by Term 4)
- Common editing AND revising posters supplied by the school and displayed

Year 2 and Year 3 Expectation

- Correct formation of letters and numbers
- Ruling up a margin introduced in Semester 1 (Y2). Ruling up done in red pencil with one line on top and a standard ruler margin
- Work is to be dated on the top left side of the page
- NOT NEAT: REPEAT adopted with consideration given to individual abilities
- Letter joins introduced in Year 3
- Loose sheets will require student name on the top right side of the page
- No graffiti permitted on any work or equipment or files
- Title to be written under the top line, centred and underlined
- Common editing AND revising posters supplied by the school and displayed

Year 4, 5 and 6 Expectation

- Correct formation of letters and numbers
- Rule up in red pen with one line on top and a standard ruler width margin
- All work must be dated on the left side of the page (name on right side for loose sheets)
- NOT NEAT: REPEAT adopted with consideration given to individual abilities
- Pen licence from Year 4
- No graffiti permitted on any work, equipment or files
- Standard blue or black pen for writing. Ruling up in red pen.
- Title to be written under the top line, centred and underlined
- Common editing AND revising posters supplied by the school and displayed

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- The use of liquid paper is banned at this school
- Avoid use of erasers as students are encouraged to demonstrate editing skills.
- We use the South Australian font (Australian Touch and Write)