Yelarbon State School

BOOKWORK EXPECTATIONS

Yelarbon State School Bookwork Policy aims to allow teachers to guide children to develop a sense of pride and achievement in neat, well-presented bookwork and to ensure consistency of presentation throughout the school in addition to developing self-confidence in our learners. It would be expected that on occasions teachers would use their professional judgement to vary bookwork guidelines to allow for specific tasks and individual creativity.

The role of the teacher:

- Expect high standards of bookwork
- Acknowledge work by initialling and dating/ticking/commenting on each page/piece of student work, including homework
- Celebrating quality work through stickers, certificates, written comments, display
- Recognise and utilise word processing and publishing as a part of bookwork
- Explicitly teach how to rule and present excellent bookwork (as per the Bookwork Policy)
- Display Bookwork Expectation posters and annotated exemplars in the classroom
- Showcase examples of student bookwork
- Explicitly teaching Queensland Beginners Alphabet and Modern Cursive script through handwriting lessons
- Regularly check bookwork and ensure student understanding of editing and proofreading codes
- Embed the ‘You Can Do It!’ foundations into your explicit teaching of handwriting and bookwork to encourage students to give their best

The role of the Principal

- Regularly view samples of bookwork or improved bookwork to provide feedback and to support and encourage children
- Encourage students to bring their work to the Principal to ‘showcase’

(More information is available in Yelarbon State School’s Bookwork Policy)