Reflecting and Redrafting at Causeway School...

Step 1: Have you used punctuation?
- Does every sentence start with a capital letter?
- Does every sentence finish with some form of punctuation (.,?!)?
- Have all proper nouns been capitalised (these are unique people, places or things e.g. there are many cities so ‘city’ doesn’t take a capital letter. However there is only one London, therefore it takes a capital letter)?

Step 2: Have you communicated your ideas clearly?
- Have you re-read your work (out loud if necessary) to ensure that it makes sense?
- Have you checked that you haven’t missed words out and that your sentences are complete (add or remove words if necessary)?
- Have you checked that that spelling is as accurate as possible
- Have you used simple sentence (simple sentences contain a subject and a verb and can contain an object, for example: Sarah likes to read in the library)?
- Have you used compound sentences (compound sentences join two simple sentences using the connectives: for, and, nor, but, or, yet, so; for example: Sarah likes to read in the library but Tom prefers to read at home)?
- Have you used complex sentences (a complex sentence contains a conjunction such as because, since, after, although, or when; for example: Because Robert felt tired, he only studied for an hour)?

Step 3: Have you structured your ideas clearly?
- Have you used paragraphs to structure your ideas (remember: each time you move onto a new time, place, person or idea, you should begin a new paragraph).

Step 4: Have you identified your strengths?
- I am proud of my work because...
- I have used correct punctuation.
- I have written clearly so that my reader can understand my writing easily.
- I have checked my spelling and corrected any errors.
- I have used a range of sentence types.
- I have used connectives to make links between my ideas clear.
- I have used paragraphs throughout my work.

Step 5: Have you identified targets for next time?
- Next time I need to remember to...
- Use correct punctuation.
- Write clearly so that my reader can understand my writing easily.
- Check my spelling and correct any errors.
- Use a range of different sentence types.
- Use connectives to make links between my ideas clear.
- Use paragraphs throughout my work.