

Bookwork and Presentation Policy



We have high expectations of bookwork and presentation for all of our students. All students are expected to adhere to our guidelines, these are:

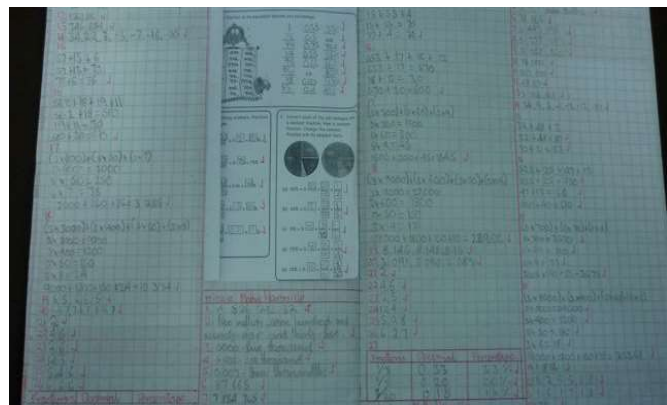
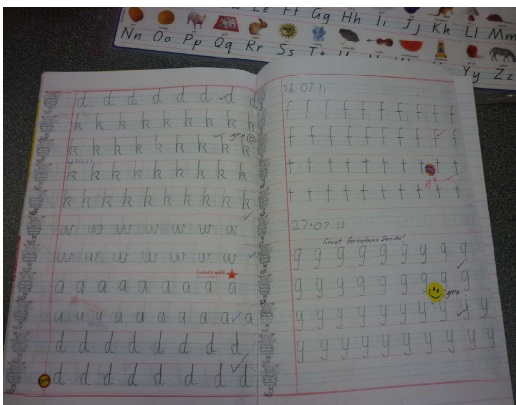
- *Prep and Year 1 - QLD Beginners Year 2-10 QLD Cursive*
- *Use every page consecutively and trim worksheets to fit neatly along the margin*
- *Write in pencil- teachers will inform when pen is to be used*
- *Write headings for all work*
- *Rule top and bottom lines of page and margins in red approximately 3cm*
 - * *Lined books*
- *Maths - Rule top and bottom lines of page and divide page in half with a red line*
 - * *Quad books - 1 number per box*
- *Write the date neatly in the top left hand corner (#/Month/Year - format)*
- *Rule a single line through mistakes and re-write above (or rub it out).*
- *Rule off at the end of work for that day*
- *One subject per book*

To achieve this, all teachers explicitly teach to the bookwork and presentation expectations. The classroom teacher provides feedback on bookwork, and the Principal regularly checks students' bookwork to ensure consistency across the school. Bookwork awards given.

From this: Prep Bookwork



To this: Year 10 Bookwork



**it is expected teachers will implement the Aramac State School Bookwork Policy however it is understood there may be times when alternative layouts may need to be used.*