

Scantabout Primary School
Acronyms and Educational terms



Achieving our best together

This is an alphabetical list of some of the acronyms and educational terms we use in school. The list is not exhaustive as new terms come into being all the time. We will update this list from time to time and would be happy for parents to bring to our attention any terms they would like added.

AFL – Assessment for Learning. On-going teacher and pupil self-assessment based on questioning, dialogue, marking, feedback and other factors.

APP – Assessing Pupil Progress. A comprehensive document which outlines stages in development across English, maths and science. By using a “best fit” approach, pupil progress and attainment can be determined.

Big Writing – sustained writing activity, usually once a week.

CPD – continuing professional development

DBS – Disclosure and Barring Service (Formerly Criminal Records Bureau.) Checks carried out by the government on adults who will be working with pupils on a one to one basis. All staff, volunteers and governors are now checked in this way.

DFE – Department for Education. Their website is dfe.org.uk

DT – Design Technology. One of the National Curriculum subjects which includes food technology, designing and making and textiles.

EAL – English as an additional Language

E.A.T. Early afternoon task. During the first part of the afternoon pupils read, do some mental arithmetic or handwriting or other basic skills.

EOC – Expression of concern. This is the early intervention stage we use at Scantabout for pupils who are causing concern due to lack of progress or other issues. Teachers monitor the progress of these pupils closely and usually put in some additional provision such as working with a teaching assistant.

EYFS – Early Years Foundation Stage. Stage of education from birth to end of Year R.

EYFSP – Early Years Foundation Stage Profile. A document outlining the achievements of pupils during the EYFS.

FSM- Free school meal

GAT – Gifted, able and talented. The school keeps a register of these pupils. The definitions we use are that gifted and able pupils are in the top 20% of pupils nationally in a curriculum subject. Talented pupils are those who have the potential to work in a field such as sport or music at national level.

HLTA – Higher Level Teaching Assistant. We have two HLTAs at the school. They cover PPA (Planning, preparation and Assessment) time in Year R and have other additional responsibilities round the school.

ICT – Information, communication technology. Anything on the curriculum which is linked to computers, digital recording equipment, cameras etc. In the revised National Curriculum due to come into force in September 2014 this area will be known as “Computing.”

IEP – Individual education plan. Teachers write IEPs for all pupils on the special educational needs register. IEPs are shared with parents at least once a term.

INSET – In-service education and training. This usually takes the form of our five annual school closure days and additional courses attended by colleagues.

KS1 – Key Stage One (Y1 and Y2)

KS2 – Key Stage Two (Y3-Y6)

LA – Local Authority, which for Scantabout Primary School is Hampshire. Their website is www.hants.gov.uk

LLP – Leadership and Learning Partner. An advisor provided by the LA to work with the school on an annual visit. Their role is to support school improvement. LLPs might be serving head teachers or inspectors.

MFL – Modern foreign language. We teach French at Scantabout Primary School.

NC – National Curriculum. The curriculum which all maintained schools in England follow. There will be a revised NC from September 2014.

OFSTED – Office for standards in education. OFSTED visit schools every few years, depending on the outcomes of the previous inspection. Our last inspection was in June 2009. As an outstanding school we are unsure when our next inspection will be.

Phonics - a method for teaching speakers of English to read and write their language. It involves connecting the sounds of spoken English with letters or groups of letters and teaching them to blend the sounds of letters together to produce approximate pronunciations of unknown words.

Further terms used in the teaching of phonics:

blend (vb) —.	to draw individual sounds together to pronounce a word, e.g. s-n-a-p, blended together, reads snap
cluster	two (or three) letters making two (or three) sounds, e.g. the first three letters of 'straight' are a consonant cluster
digraph (consonant)	two consonants making one sound, e.g. sh, ch, th, ph
digraph (split)	two letters, split, making one sound, e.g. a-e as in make or i-e in site
digraph (vowel)	comprise two vowels which, together, make one sound, e.g. ai, oo, ow
grapheme	a letter or a group of letters representing one sound, e.g. sh, ch, igh, ough (as in 'though')
grapheme-phoneme correspondence (GPC)	the relationship between sounds and the letters which represent those sounds; also known as 'letter-sound correspondences'
phoneme	the smallest single identifiable sound, e.g. the letters 'sh' represent just one sound, but 'sp' represents two (/s/ and /p/)

segment (vb)	to split up a word into its individual phonemes in order to spell it, e.g. the word 'cat' has three phonemes: /c/, /a/, /t/
trigraph	Three letters which together make one sound e.g. igh, dge
VC, CVC, CCVC	the abbreviations for vowel-consonant, consonant-vowel-consonant, consonant-consonant-vowel-consonant, which are used to describe the order of letters in words, e.g. am, ham, slam.

PPA – Planning, preparation and assessment. Every teacher is entitled to 10% PPA time to plan and prepare lessons, mark work and carry out assessments. PPA time is covered by teachers or Higher Level Teaching Assistants (HLTAs)

PSHCE – Personal, Social, Health and Citizenship Education. At present this is a subject within the National Curriculum and covers such issues as making friends, moving on, bullying, Sex and Relationships Education, good to be me

Pupil Premium – funding provided by the government direct to schools for any pupil in receipt of a free school meal, any pupil who has received free school meals in the previous six years and pupils of forces families. Schools have to account for their spending of the Pupil Premium and report this on their website. Our outline for funding is available in the “Welcome” section under “School and local statistics”.

RRR – Rights, respect and responsibility, based on Unicef’s rights of the child. The school has this as their principle so that, for example, the Scantabout Code of conduct is based around these values.

School Action /School Action Plus/Statement These are the national stages of Special Educational Needs.

SEAL – Social and emotional aspects of learning. These government produced materials support our work in PSHCE, providing useful lesson plans and programmes of study.

SEF – Self- evaluation form. A summary of where the school believes it is in terms of those areas inspected by OFSTED. A copy of this form can be found on the website from the “Welcome” tab.

SENCO – Special Educational Needs Coordinator. Every school has a SENCO. At present the headteacher is the SENCO at Scantabout Primary School.

SEND – Special Educational Needs and Disability

SIP – School improvement plan. A document which outlines the improvements planned by the school, usually over the period of one year. A summary of the improvement plan is sent to parents whenever it is updated. The current plan can be found on the website from the “Welcome” tab / Strategic Plan

SPAG – Spelling and grammar test. This new Year 6 test was introduced by the government in 2013.

SRE – Sex and Relationships Education. This is taught within PSHCE.

Strategic Plan. The school writes a new strategic plan every three years or so. The SIP forms part of this plan. Governors approve the plan and monitor progress towards its completion.

TA – Teacher assessment or teaching assistant. Teacher assessment is the ongoing assessment teachers do each day to decide the progress pupils are making and their levels of attainment. We report teacher assessment to you in reports at the end of the year, but teachers update our school tracking systems with teacher assessments at least once a term.

Our additional adults who work in class are called teaching assistants. We call them this, rather than learning support assistants (LSAs), because we value their contribution so much. Each class has a TA attached, with additional TAs working across the school.

VCOP – Vocabulary, connectives, openers and punctuation. This is a useful shorthand way of helping pupils monitor their own writing to see if it contains all the elements we expect.

WOW words – These are words which make the reader go “Wow!” and include adjectives, adverbs, powerful verbs etc. We also use the correct terminology to ensure pupils develop a sound understanding of grammar. The school is in the process of developing a leaflet for parents which outlines the grammatical terms we use and when we teach them.