

# FUNDAMENTAL ENGLISH

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UVT TRAINING NOVEMBER 2022

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## *Fundamental English: Guidance*

Initial Teacher Education providers are required by the DfE to quality assure the English and Mathematics skills of all trainees, and we can only award qualified teacher status to trainees who consistently meet the expected standards. With regards to English, the DfE note that:



1. Speaking, listening and communicating are fundamental to a teacher's role. Teachers should use standard English grammar, clear pronunciation and vocabulary relevant to the situation to convey instructions, questions, information, concepts and ideas with clarity. Teachers should read fluently and with good understanding.

2. Writing by teachers will be seen by colleagues, pupils and parents and, as such, it is important that a teacher's writing reflects the high standards of accuracy their professional role demands. They should write clearly, accurately, legibly and coherently using correct spelling and punctuation.

See

<https://www.gov.uk/government/publications/initial-teacher-training-criteria/initial-teacher-training-itt-criteria-and-supporting-advice>



Pre-Course	October	November	December	January	February	March	April	May	June
<p>Fundamental English pre-course Audit</p> <p>Guidance sent to trainees on target-setting and independent study resources.</p> <p>Trainees work on self-identified targets using resources provided.</p>	<p>Fundamental English audit</p> <p>Trainees with FE needs flagged by Fundamental English audit.</p> <p>Audit results shared with personal tutors and UVTs</p> <p>Trainees include FE targets in AP FRAP</p>	<p>Trainees not identified by the audit flagged by formative assignment 1 markers</p> <p>Trainees flagged by mentors from school-based work.</p> <p>Trainees with ongoing FE needs attend workshop or meeting with UVT/pathway/programme lead to agree Fundamental English Action Plan. Review date of Spring term UVT visit.*</p>		<p>UVTs review FE Action Plan in Spring term visit. Sign off Action Plan if completed or update with a further action plan with an agreed review date before the Easter break.</p>	<p>UVTs review Action Plan in the week before Easter break. Sign off Action Plan if completed or issue a FE CFC with support from FE lead.</p>	<p>UVTs review CFC 2 weeks after the start of term. Sign off as completed or issue further CfC with deadline of CP FRAP. At CP FRAP, if not yet met, this will trigger the “unsatisfactory student progress and engagement process”, a meeting with PT/UVT and the issue of a new CfC.</p>	<p>Last opportunity for trainees to evidence FE proficiency-FSR and if necessary, moderation visit.</p>		
		<p>Trainees flagged by school or UVT</p>		<p>Trainees flagged by school or UVT - UVT to send guidance to trainees on target-setting and independent study resources, and issue Fundamental English Action Plan.</p>		<p>Trainees flagged by school or UVT - UVT to send guidance to trainees on target-setting and independent study resources, UVT issue CfC.</p>			

## Suggested self-study resources

- All trainees should contact the StudyZone to request a 1-1 appointment <https://exeter-uk.libcal.com/appointments/szonline>
- BBC Skillswise website, for all aspects of English: <https://www.bbc.co.uk/teach/skillswise/english/zjg4scw>
- General use of written English (designed for second language learners, but free individualised feedback which will focus on grammar /punctuation): <https://www.cambridgeenglish.org/learning-english/free-resources/write-and-improve/>
- Studiosity – a university based system accessed via ELE that will provide feedback on 8 pieces of writing during the year

## **Grammar and Punctuation:**

- Accuracy of grammar and punctuation: [https://www.ole.bris.ac.uk/bbcswebdav/courses/Study\\_Skills/grammar-and-punctuation/index.html](https://www.ole.bris.ac.uk/bbcswebdav/courses/Study_Skills/grammar-and-punctuation/index.html)
- Grammar and punctuation: <http://www.grammar-monster.com/> CyberGrammar Homepage
- Accurate use of punctuation: <https://www.wikihow.com/Use-English-Punctuation-Correctly>  
[https://www.ole.bris.ac.uk/bbcswebdav/courses/Study\\_Skills/grammar-and-punctuation/index.html#/id/5eaff06288d7eb04c5efb43b](https://www.ole.bris.ac.uk/bbcswebdav/courses/Study_Skills/grammar-and-punctuation/index.html#/id/5eaff06288d7eb04c5efb43b)
- Common errors: <https://www.inc.com/christina-desmarais/10-common-grammar-mistakes-even-smart-people-make.html>

## ***Spelling:***

- Common spelling errors: <https://grammar.yourdictionary.com/spelling-and-word-lists/misspelled.html>
- National curriculum spelling lists:  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/239784/English\\_Appendix\\_1\\_-\\_Spelling.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/239784/English_Appendix_1_-_Spelling.pdf)

## ***Proofreading strategies:***

<https://ualr.edu/writingcenter/tips-for-effective-proofreading/>

## ***Advice and strategies for teachers with dyslexia:***

<https://www.patoss-dyslexia.org/write/MediaUploads/Resources/Supportingdyslexictraineesteachers.pdf>

