



JARGON BUSTER

Dear Parents & Carers,

In the Spring of 2008 we asked parents / carers to complete a survey 'What Do You Think of Fourfields? The results of this survey were published and distributed to parents early in the summer term 2008 and can be accessed from the school website www.fourfields/cambs/sch.uk/about/questionnaires or by requesting a copy from the school office.

Of the responses we received there were several requests for a glossary or 'Jargon Buster' to help explain the many abbreviations, words and phrases surrounding life at Fourfields and the world of education in general.

We hope you find this guide helpful.

Graham Gossage, Headteacher



Word, Phrase or Abbreviation	Definition
ALS (Additional Literacy Support)	Literacy support programme for children in years 3 and 4 who have experienced some difficulty in meeting age related expectations for reading and writing.
Assessment	<p>Finding out about children's knowledge, understanding and abilities in order to best plan their future learning.</p> <p>Assessment methods include:</p> <ol style="list-style-type: none"> 1. Continuous teaching assessment by asking questions, listening to and observing children, both in and out of the classroom. 2. Evaluation of a piece of work by both the teacher and the child. 3. The use of practical, verbal or written tasks and/or tests which are specifically designed to measure skills, knowledge and understanding of children during and after a unit/block of work. 4. National Curriculum assessment tests and tasks along with other standardised tests.
Attainment Targets	For each National Curriculum subject there are written statements explaining what pupils should be able to do at each level of attainment. Levels range from 1 (typical of 5 and 6 year olds) to 8 (typical of the more able 15 and 16 year olds).
Baseline Assessment	The measurement and evaluation of foundation stage children's skills, abilities and knowledge at the time when they are admitted to our school.
Booster Groups	Groups of children selected for extra help in reading, writing and mathematics.
Bridging	<p>A simple device to support children counting on from a low number to a high number.</p> <p>For example, the difference between 28 and 56 is:</p> <p>28, bridge on <u>2</u> to 30, bridge on <u>20</u> to 50, bridge on <u>6</u> to 56.</p> <p style="text-align: center;"> </p> <p>Add the numbers on the top of the bridges () together =28.</p>
Catchment Area	A defined area in a locality from which a school may draw its pupils.
Children's Centres	These provide a one-stop resource for young families by offering advice on everything from childcare to returning to work.
Clauses	A group of words or part of a sentence which normally include a subject and a verb. E.g. 'Fred <u>ate</u> some chocolate'.
Complex Sentence	A sentence containing more than one clause or event. E.g. 'Whilst watching TV, Fred ate some chocolates'.
Comprehension	The ability to understand what is being read.
Conjunctions	A word that joins two parts of a sentence to make a single sentence, e.g. 'and', 'but', 'because', 'while', 'which', 'when'.

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Connectives	This could be a conjunction or a word that links the sentence to the previous sentence, e.g. 'however', 'because' 'and', 'then', 'therefore'.
CRB Check	A police check undertaken on all adults working with children (paid or unpaid) to ensure children are not placed at risk.
DCFS	The Department for Children, Schools and Families (formerly known as the DFES) is the government department responsible for all matters related to education and training.
Decoding	Sounding out the parts of a word to help read it. E.g. 'in-tro-duc-tion'.
Differentiation	Matching work to children's ability.
DT	Design and Technology.
EAL	English as an Additional Language - some pupils have English as an additional language to their home language or mother tongue.
Educational Psychologist	A specialist teacher who assesses children with behavioural or learning difficulties and recommends programmes to support their learning.
ELS (Early Literacy Support)	Literacy support programme for children in key stage 1 who have experienced some difficulty in meeting age related expectations.
EWO	Education Welfare Officer. A social worker who works in an educational setting. An EWO aims to help children maximise their educational opportunities through working with families, schools and others.
Exclusion	Suspension of a child from school, either for a fixed term or permanently on disciplinary grounds.
Extended School Services	An extended school works with the local authority, local providers and other schools to provide access to a core offer of integrated services including extra curricular clubs, childcare, parenting and family support, access to specialist services, adult and family learning.
FLS (Further Literacy Support)	Literacy support programme for children in year 5 who have experienced some difficulty in meeting age related expectations.
Form of Entry	The number of forms or classes that a school admits each year indicating the size of the school. For example, Fourfields is a two form entry primary school and Stanground College is a ten form entry secondary school.
Foundation Stage	The first stage of education for children between ages 0-5.
FSM	Free School Meals.
Grapheme	Written representation of a sound; that is, a written phoneme, that consists of one or more letters. Examples of graphemes are: <i>t</i> , <i>ed</i> , <i>ea</i> .

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Governors	Those appointed to act as a corporate body to exercise the general conduct of the school.
Guided Reading	The teacher or teaching assistant works with a small group of about 6 children to help consolidate or extend their reading skills. Children are usually grouped according to their reading ability.
High Frequency Words	A set of essential words that children need to read and spell i.e. 'said', 'she' and 'from'.
Home-School Agreement	Contract between home and school about the expectations that school, parents/carers and children should have of one another (e.g. behaviour, punctuality, uniform etc).
ICT	Information & Communications Technology. The use of computers and other peripheral devices to collect, store, transmit and present information. The term IT (Information Technology) is still widely used.
IEP	Individual Education Plans for pupils with special needs at Stage 2 and above on the Special Needs Register. An IEP is primarily a description of short term strategies, approaches and provisions designed to help progress a child's learning. It is reviewed and updated annually.
Inclusion	A process by which schools develop policies and practices to include pupils regardless of race, gender or disability.
Independent Reading	Reading without support from an adult.
INSET	In-Service Education and Training of school staff. Training courses provided for teachers to develop and update their professional skills, expertise and knowledge.
Key Stages	Compulsory education is divided into four key stages/age ranges. These are Key Stage 1 (KS1): 4 - 7 years; Key Stage 2 (KS2): 7 - 11 years; Key Stage 3 (KS3): 11 - 14 years; Key Stage 4 (KS4): 14 - 16 years.
LA	Local Authority - a body responsible for providing education for pupils of school age formerly known as 'LEA'.
LO	Learning Objective.
Loco Parentis	'In the place of a parent'. A teacher must act towards a pupil as a 'reasonable' parent would be expected to act.
National Curriculum	The National Curriculum consists of the core subjects of English, Maths, Science and History and the Foundation subjects of Geography, Art, PHSE, RE, Music, ICT, D & T, PE & MFL. Each subject is described in terms of the knowledge, skills and understanding for the children to achieve by the end of each key stage.
National Curriculum Levels	Teachers assess children's progress through the National Curriculum by using levels 1-8. Children aged 7 are expected to reach Level 2. Children aged 11 are expected to reach Level 4.

Word, Phrase or Abbreviation	Definition
Number Sentence	A sentence that includes numbers, operation symbols, and a greater than or less than symbol or an equal sign <i>Example:</i> $5 + 3 = 8$
NQT	Newly Qualified Teacher.
MFL	Modern Foreign Languages.
OFSTED	Office for Standards in Education.
PE	Physical Education.
Phonemes	The smallest units of sound in a word i.e. <i>ch-ea-p</i> .
Phonics	The science of word sounds. The teaching of phonics helps children understand the relationship between written letters and spoken sounds.
Plenary	The final 10 minutes of a lesson when children review and consolidate their learning.
PPA	'Planning, Preparation & Assessment'. Time allocated to teachers to prepare for and plan children's future learning.
Prospectus	A document for prospective parents which provides information on all aspects of school life. Examples include the values of the school, absence rates, curriculum, uniform, results and the admissions criteria.
PSHE	Personal, Social and Health Education - teaching children about relationships, personal safety and healthy living.
Quest	Literacy support programme for children in year 3 who are experiencing difficulty in meeting age related expectations.
RE	Religious Education - teaching children to understand the nature of different world religions.
'Red' Card	This sanction is used principally for children in Key Stage 2 (aged 7-11). Where inappropriate behaviour is deemed to be serious, the children are given a 'red card'. As a result, they will spend Thursday playtime and lunchtime break attending the Red Room where they will be given the opportunity to learn about the effects of their behaviour on other people/property. Examples include swearing, spitting, causing deliberate serious injury, punching and kicking, rudeness to adults.
'Red' Room	A designated classroom, used each Thursday playtime and lunchtime, for children who have been allocated a 'red card'.
Scheme of Work	Programme of work in a particular subject specifying areas to be covered.
SEAL	Social and Emotional Aspects of Learning is a national programme designed to help children understand how to deal with their own feelings and the feelings of others.

Word, Phrase or Abbreviation	Definition
SEN	Special Educational Needs.
SENCO	Special Educational Needs Co-ordinator, Mrs E Cunningham.
Sensory Circuits	A regular programme of individually designed physical activities which help concentration and encourage the development of a child's sensory integration.
Shared Reading	The whole class reads and explores a book, or part of a book, with the teacher.
SIP (School Improvement Plan)	A document highlighting the priorities for a school over a period of three terms.
Smartboard	An interactive board combining the look and feel of a regular whiteboard, working in conjunction with a computer.
Springboard	Springboard is a catch-up programme for children in Years 3, 4 and 5 who are experiencing some difficulty in meeting age related expectations for mathematics.
TA	Teaching Assistant.
Text Types (Genres)	A term used to describe different forms of writing i.e. explanations, instructions, biographies, reports.
Traffic Lights	This is used throughout the school in Key Stage 1 and some Key Stage 2 classes to give children immediate visual feedback as to the teacher's evaluation of their behaviour. Under normal circumstances, all children are designated 'green'. Where children's behaviour becomes distracting or quietly inappropriate, they would move to 'amber'. The 'red light is reserved for those children who have not heeded the teacher's initial warning and continued with their inappropriate behaviour.
Yellow Card	Used as a warning for children whose behaviour is considered to be unhelpful or inappropriate in the school community. Examples could include mistreating the school's or other people's property, or rough play.