



## Introduction

At The King's, we recognise the visual appearance of work is important. Well-presented work evokes a positive response in the reader and promotes a sense of pride in the student's own work. Students being able to express themselves in a fluent, extended and accurate way is one of the most important tools to succeed. A culture of well-presented work will foster an understanding of the importance in the world of work of accuracy and high quality presentation. In addition, exercise books, more than ever before, are the primary source of revision for students. They must be clearly laid out in order to be useful.

## Our definition of best practice

Student books are most effective when:

- The books are organised and presented well from the start, where teachers have insisted on high expectations and reinforced these throughout the year.
- Clearly laid out books are regularly marked in line with the marking policy.
- On-going evidence within student books of feedback and student response to this feedback.

*High quality presentation of work and implementation of this policy is the responsibility of all teachers.*

## Aims

- To establish a consistent approach to the high expectations of how students' work should be presented so that students feel their work is valued and have a clear understanding of what is expected.
- To improve the literacy of our students, they need to be able to read their writing and so do we in order to help them improve.
- To ensure all students are proud of their work and it becomes an invaluable source of accessible information for successful learning.

## External appearance of the book/portfolio/folder:

All books must have the following clearly stated:

- *Student name*
- *Subject*
- *Teacher*
- *Class*
- *Target / 'expected' and 'outstanding' steps of progress sticker*

There should be no other form of writing or drawing on the cover of the book.


If students have two teachers the subject leader will decide upon whether it is appropriate to share the book or to have two books. There must be evidence of the work from all members of staff. If the book is shared, both teachers' names should be clear on the front of the book.

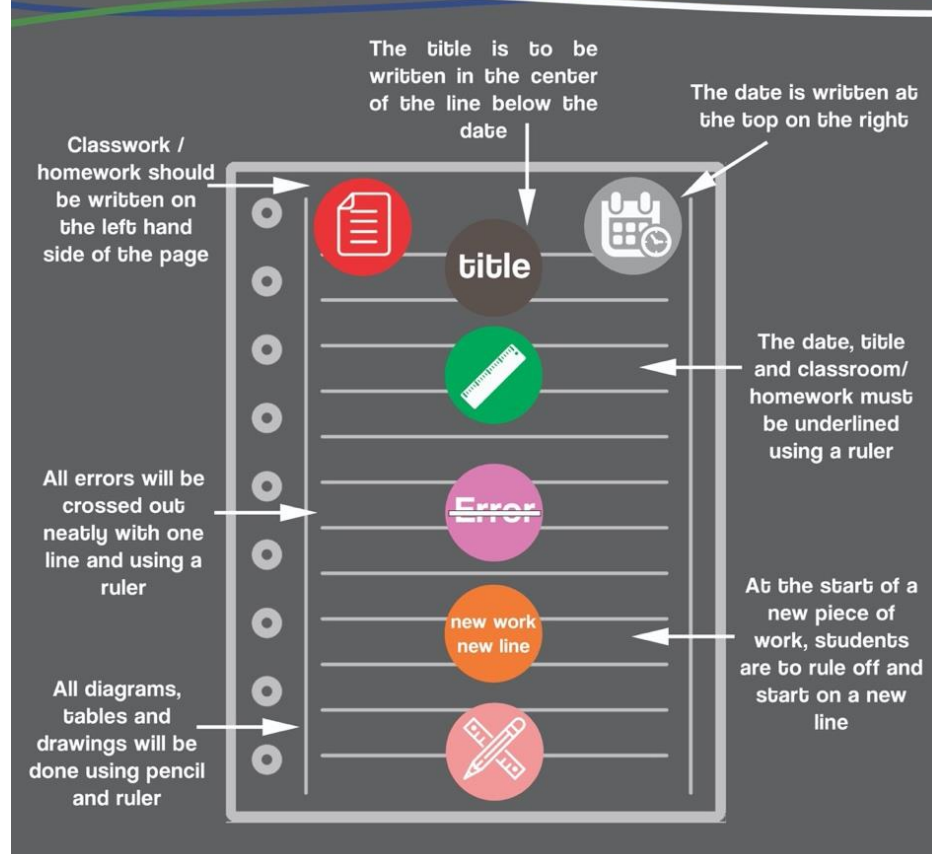
## Non negotiable presentation expectations:

- The date is written at the **top on the right**; the title, which may be linked to the bigger questions, is to be written in the center of the line below the date.



- **Classwork/ homework** should be written on the **left hand side** of the page (there is an expectation that every student takes their books home to complete homework).
- The date, title and classroom/homework must be underlined using a ruler.
- At the start of a new piece of work, students are to **rule off and start on a new line**. Students shouldn't leave a blank page or tear pages from the exercise books.
- Pens must be **ballpoint, biros or fountain**. Felt pens should not be used in exercise books.
- All diagrams, tables and drawings will be done using **pencil and ruler**.
- All errors will be crossed out neatly with **one line and using a ruler**.

 **Non negotiable presentation expectations**



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## Meeting The King's standards

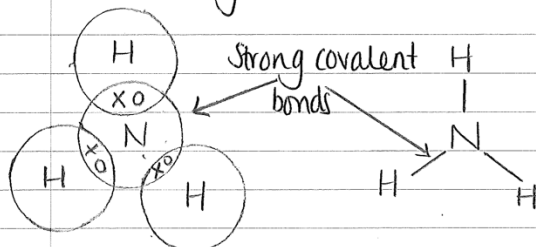
Classwork

May 24<sup>th</sup> 2018

### Covalent Bonding

Covalent bonding involves non-metal atoms sharing electrons. The positively charged atoms attract each other through electrostatic forces, through that the bonds they share are very strong.

These atoms share electrons on their outer shells (highest energy levels). Each covalent bond provides one extra electron for each atom, in general atoms make enough bonds to fill their outer shells.



Classwork

May 28<sup>th</sup> 2018

### Simple molecular substances

Simple molecular substances are made up of molecules containing a few atoms, joined together by covalent bonds.

Atomic Number	Atom	Electronic Structure (atom)	Ion	Electronic Structure (ion)
9	F	2, 7	F <sup>-</sup>	2, 8
3	Li	2, 1	Li <sup>+</sup>	2
16	S	2, 8, 6	S <sup>2-</sup>	2, 8, 8
20	Ca	2, 8, 8, 2	Ca <sup>2+</sup>	2, 8, 8

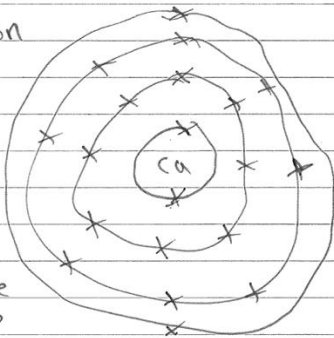
Not yet meeting The King's standards

24/05/18

## Ionic Bonding

✓ Ionic compounds are held together by strong forces of attraction between their oppositely charged ions.

✓ Besides the elements in group 1 and group 7, other elements ~~that can form ionic compounds~~ that can form ionic compounds include those from group 2 and group 6.



2, 8, 8, 2

28/05/18

## Ionic compound

✓ Another example of an ionic compound is the attraction between Sodium ( $\text{Na}^+$ ) ions and Chlorine ( $\text{Cl}^-$ ) ions which result in the ionic compound sodium chloride. No bond is purely ionic, but the description of ~~covalent~~ bonding in terms of the attraction between ions works well for describing compounds of metallic elements, especially with non-metals.

Atomic number	Atom	Electronic structure of Atom.	Ion	Electronic structure of ion.
9	F	2, 7	$\text{F}^-$	2, 8
3	Li	2, 1	$\text{Li}^+$	2
16	S	2, 8, 6	$\text{S}^{2-}$	2, 8, 8
20	Ca	2, 8, 8, 2	$\text{Ca}^{2+}$	2, 8, 8