

Writing - Planning

Planning is a crucial step in organising thoughts and ideas into a coherent order. Drawing notes and research together is key to informed writing.

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Planning is a skill, rather than a milestone to be achieved. As such, it is likely to be an element of every class.

What to do

Demonstrate how to plan a piece of writing by using frameworks such as story mountains, essay plans, planning grids and mind-mapping. Encourage planning as an integral part of the writing process.

Pre-teach vocabulary and create word-webs around the topic to ensure the pupil has enough vocabulary to aid their writing.

Make sure feedback is consistent. The planning process should be given equal importance to content - a good set of notes will go a long way to combat fear of a blank page!

When to raise a concern

A difficulty in organising can be an indicator of a literacy difficulty, but could also be a sign of a busy mind.

A key warning sign is when a learner's ideas don't match what they are getting down on paper, or if they display a difficulty in sequencing which is resistant to intervention or planning tools.

How to assess

As a teacher, your insight into the learner's writing and content generation will be invaluable for the SENCo. It will help them build a profile of the learner's needs, and to decide whether further assessment is needed.