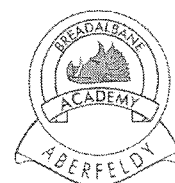


28th August 2015
(EB/AE)



John Devine M.A. (Hons); M.Ed; SQH
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Dear Parent/Carer

Your child is embarking on the National 5 English Course, one of the requirements of which is the production of a Writing Folio containing two pieces of writing, worth 30%, which is sent to the SQA.

To avoid any confusion, I would like to clarify the role of the teacher in this process. Your child will be taught the skills of different genres of writing and they will be given the opportunity to discuss ideas as part of their planning prior to the completion of a 1st draft.

Pupils will be given written feedback on this draft as well as broad suggestions on how to improve it. Teachers are not permitted to plan, structure or correct technical accuracy in a child's work. . Furthermore, as teachers are required to have evidence that what is submitted is pupils own work, it is essential that pupils provide drafts at the required times. **The department will not be able to submit final pieces produced close to deadlines for which there is no evidence of drafting.**

Further clarification of this can be found in the link below:

http://www.sqa.org.uk/files_ccc/GAInfoNational5EnglishPortfolio.pdf

A Supported Study Class is available in the English Department on Thursday lunchtimes where pupils can work on their folios. In Term 1, support will be given with the Creative Essay; in Term 2 the Discursive Essay and in Term 3 Exam Revision Skills.

I have detailed the Folio Deadlines below and would greatly appreciate your support in ensuring these are met.



Creative Essay 1st Draft – 22/9/17
Discursive Essay 1st Draft- 8/12/17
2nd draft both essays- 19/2/18
Final Folio Deadline-16/3/18

Should you have any queries regarding the above, please don't hesitate to get in touch.

Yours faithfully

Elaine Burke

Mrs E Burke
Principal Teacher English