

Mathematics Calculation Policy (Primary)

2018/2019

About the Policy:

This policy contains the key mental and paper and pencil procedures that will be taught in the school. It has been created to ensure consistency and progression throughout the school.

The policy refers to written methods as well as mental calculations. These methods should be seen as complimentary to each other, as there is a certain amount of mental processing involved in every written method.

Children should be encouraged to see Mathematics as both a written and a spoken language. Teachers will support and guide students through the following stages:

- Developing the use of pictures and a mixture of words and symbols to represent mathematical activities.
- Using standard symbols and conventions
- Use of jottings to aid mental strategies
- Use of pencil and paper procedures
- Use of a calculator

It is important that children do not abandon one stage once another is introduced and should be encouraged to use the method that is the easiest for them.

Children should be encouraged to ask themselves:

- Can I do this in my head?
- Can I do this in my head using drawings or jottings?
- Do I need to use a pencil and paper procedure?
- Do I need a calculator?

Children joining the school from another school where different written procedures have been taught should not be discouraged from using the method that they know, but it may be necessary for the child to change methods when it is obvious that future teaching will be impacted.

Year 1 – Calculation Policy

Addition	Subtraction	Multiplication	Division
 Initially use a number track to count on from the largest number: 5 + 4 = 9 123 • 5678 9 10 "Put your finger on number 5 and count forwards 4. " Bead strings can be used to illustrate addition including 	 Record simple mental subtractions using – and = Record simple subtractions using pictures / marks: Understand subtraction as take away. Sam has 10p. I take away 4p from him. How much does he have left? 	 Children will count repeated groups of the same size in practical contexts. They will use the vocabulary associated with these contexts and solve practical problems that involve combining groups of 2,5 or 10 eg socks, fingers, cubes 	 Children will start with practical sharing using a variety of resources. 2 2 2 2 3 4 4 4 4 5 4 4 4 5 4 5 4 5 4 5 5 5 5 5 5 5 6 7 8 7 7 8 8 9 <
bridging through 10. • Record addition by showing jumps on prepared number lines or moving onto higher numbers with the hundred square: 7 + 4 = 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1	 Children use a number track to count back from a given number: 12355678910 9-5=4 "Put your finger on number 9 and count back 5. Bead strings can be used to illustrate addition including bridging through 10. 	• Use arrays to support early multiplication • • • • • • • • • • • • • • • • • • •	 Children will move from sharing to grouping in a practical way and understand equal groups OOOOOOOOOOOOOOOOOOOOOOOOOOOOOOOOOOOO

Year 1 Calculation Policy (continued)

Addition	Subtraction	Multiplication	Division
 Children could move into using empty Number lines. Use an empty number line to add 10 to single digit numbers e.g 8 + 10 = 18 	•Use a number line to count back: e.g. 11 – 7 =		
	• Children who are exceeding could		
	move into finding the difference. Find 'a difference' by counting up: e.g. What is the difference between 11 and 7?		
	I have saved 5p. The socks I want to buy are 11p. How much more do I need to buy the socks?		
	0 1 2 3 4 5 6 7 8 9 10 11 12		
	Children begin to understand when it is sensible to count back e.g. 18 – 5 and when to count on e.g. 18 – 13.		

Year 2 – Calculation Policy

Addition	Subtraction	Multiplication	Division
 Children will begin to use 'empty number lines' themselves starting with the larger number and counting on. Use a number line or a hundred square. Start with the larger number in an addition where you must bridge through the tens barrier and count on: e.g. 23 + 12 = Yue a number line to add on multiples of 10. e.g. 23 + 20 Complete addition of two digit numbers: e.g. 43 + 13 by partitioning numbers into tens and ones and then recombining: A3 + 13 = T A0 + 10 = 50 C + 10 + 10 = 50 	 Children will begin to use 'empty number lines' themselves. Understand when it is sensible to count back e.g. 18 – 5 and when to count on e.g. 18 – 13. Use a number line to find a small difference by counting up. E.g. 42 – 39 = 3 +1 +2 40 42 Use a number line or a hundred square to bridge through a multiple of 10 e.g. 22 – 5 = 17. This leads to children partitioning second number only to subtract: E.g. 37 – 12 = 25 	 Represent problems involving multiplication using pictures and symbols: "There are 3 sweets in one bag. How many sweets are there in 5 bags?" Approximation of the state of t	<text><text><text></text></text></text>

Year 2 Calculation Policy (continued)



Year 3 – Calculation Policy



Year 3 – Calculation Policy (continued)

Addition	Subtraction	Multiplication	Division
 When children are ready, extend to the formal method where it is necessary to 'carry over'. 	 This will lead to the formal written method: 89 57 32 When children are ready, extend to the formal method where it is necessary to 'exchange'. 	$23 \times 4 = 92$ $\boxed{x 20 3}$ $\boxed{4 80 12}$ $80 + 12 = 92$ $80 + 12 = 92$ $13 \times 8 = 104$ 13 $\boxed{x 8}$ $24 (3 \times 8)$ $\boxed{-80} (10 \times 8)$ 104 $80 + 12 = 92$ $13 \times 8 = 104$	

Year 4 Calculation Policy

Year 4 Calculation Policy (continued)

Addition	Subtraction	Multiplication	Division
Expand to ThHTU + TU	Demonstrate the place value related		
Standard written method.g.	process that is involved here.		
1435	e.g. 48 - 29 = 19		
+4			
1459	48 40 + 8 30 + 18		
	- 29 - 20 + 9 <u>- 20 + 9</u>		
Leading to 'carrying' below	10 + 9 = 19		
the line.			
e.g. 625	e.g.		
+ 48	345 – 237 = 108		
<u>673</u>			
1	345 300 + 40 + 5 300 + 30 + 15		
	-237 - 200 + 30 + 7 - 200 + 30 + 7		
	100 + 0 + 8		
Extend to use of decimals in	= 108		
context, for example			
money. e.g.	In decomposition use the word		
*know that decimal point	'exchange' NOI borrow.		
must be in line			
	Extend to decimals in context of money.		
£4.21	e.g.		
<u>+£3.87</u>	*know that decimal point must be in line		
<u>£8.08</u>			
1	£8.98		
	- <u>£4.35</u>		
	<u>£4.63</u>		

Year 5 – Calculation Policy

Addition	Subtraction	Multiplication	Division
Be able to complete number sentences where a missing number is shown by a symbol. E.g $154 + _ = 200$ $_ + 14 = 100$ $10 + _ + 50 = 500$ $_ + _ + _ = 1000$ $347 + _ = 1047$ Add the <u>nearest multiple of 10 or</u> <u>100</u> and then adjust e.g. 458 + 79 is the same as $458 + 80 - 1Standard written method as inYear 4 Th,H,T,U. Include multiple'carrying'.e.g. Th H T U7648\pm 14869134111$	Record mental subtractions using – and = Be able to complete missing number sentences: e.g. $1000 - 170 =$ 	Practise times table up to 12 x 12. Identify the doubles of two- digit numbers, use these to calculate mentally doubles of multiples of 10 and 100 and derive the corresponding halves. Derive and recall multiplication facts up to 12 x 12 and the related division facts. Extend use of grid method to HTU x U and TU x TU. E.g. 35 x 26 = 910 $\boxed{x 30 5}$ 20 600 100 6 180 30 600 + 100 = 700 180 + 30 = 210 700 + 210 = 910 Extend Year 4 grid method to expanded standard column form to TU x TU and ThHTU x TU	Children will use the standard short written method of division: Include ThHTU÷ U e.g. 196 ÷ 6 = 32 r 4 $6 \frac{32 r 4}{916}$ e.g. 14.2 ÷ 3

Addition	Subtraction	Multiplication	Division
Use decimals in context, for example money / measurements. e.g. *know that decimal point must be in line £4.21 <u>±£3.87</u> <u>£8.08</u> 1	In standard written column method use the word 'exchange' NOT borrow. Use the standard written column method up to numbers with 4 digits including decimals: E.g. 23 ¹¹ 2 ¹ 19 <u>-1243</u> <u>1976</u> Extend this to working with decimals and exchanging tens etc. £8. ⁸⁹¹⁵ <u>£4.38</u> <u>£4.57</u>	Standard short multiplication with carrying e.g. 23 346 <u>x 8</u> <u>x 9</u> 184 3114 2 45 *To include decimals with one decimal point e.g. 12.5 x 2 (refer to expanded method first if necessary – leading to short method with carrying) You could support your child further by helping them to consolidate all multiplication tables/facts up to 12x12.	

Year 5 Calculation Policy (continued)

Year 6 – Calculation Policy

Year 6 Calculation policy (continued)

Addition	Subtraction	Multiplication	Division
	e.g. 3 ¹ 2 ¹ 4. ⁸ 9 ¹ 0 <u>- 7.25</u> <u>317.65</u> known that extra 0's may need to fill in spaces *know that decimal point must be in line 3 ¹ 2 ¹ 4. ⁸ 9 ¹ 0 <u>- 7.25</u> <u>317.65</u>	Using similar methods, they will be able to multiply decimals with up to two decimal places by a single digit number and then two digit numbers, approximating first. They should know that the decimal points line up under each other. For example: 4.92×3 Children will approximate first 4.92×3 is approximately $5 \times 3 = 15$ $\frac{4}{12}$ $\frac{0.9}{2.7}$ $\frac{0.02}{12}$ $\frac{12}{2.76}$ Extending to decimals with two decimal places.	Extend to decimals with up to two decimal places. Children should know that decimal points line up under each other $87.5 \div 7$ $7) \overline{87.5} - 70.0 \\ 17.5 \\ - 14.0 \\ 3.5 \\ - 3.5 \\ 0 \\ 4$ Answer : 12.5

Key Areas to be kept consistent throughout the school:

1. When solving a word problem – use RUCSAC mnemonic to aid children's approach:

- R = Read the question
- U = Understand what the question is asking you
- C = Choose which operation you will need to use (+ $x \div$)
- S = Solve it!
- A = Answer the question
- C = Check your answer!
 - 2. When solving calculations, encourage children to approximate first.
 - 3. From Yr 2 onwards, ensure children understand the INVERSE methods of calculation e.g. addition / subtraction and multiplication / division
 - 4. When using NUMBER LINES:

Adding = jump forwards above the line

Subtracting = jump backwards below the line

5. Introduce and vary the language used for the four basic calculation operations:

ADDITION: add, sum of, total, count on, increase by, plus, altogether SUBTRACTION: take away, subtract, less than, minus, find the difference MULTIPLICATION: multiply, times, lots of / groups of, product DIVISION: divide by, share, groups of, quotient.

