### The Stour Academy Trust Maths Written Calculation Policy 2019-2020

This policy supports the White Rose maths scheme used throughout the school. Progression within each area of calculation is in line with the programme of study in the 2014 National Curriculum. This calculation policy should be used to support children to develop a deep understanding of number and calculation. This policy has been designed to teach children through the use of concrete, pictorial and abstract representations.

- Concrete representation— a pupil is first introduced to an idea or skill by acting it out with real objects. This is a 'hands on' component using real objects and is a foundation for conceptual understanding.
- Pictorial representation a pupil has sufficiently understood the 'hands on' experiences performed and can now relate them to representations, such as a diagram or picture of the problem.
- Abstract representation—a pupil is now capable of representing problems by using mathematical notation, for example 12 x 2 = 24.

It is important that conceptual understanding, supported by the use of representation, is secure for all procedures. Reinforcement is achieved by going back and forth between these representations.

### Mathematics Mastery

At the centre of the mastery approach to the teaching of mathematics is the belief that all children have the potential to succeed. They should have access to the same curriculum content and, rather than being extended with new learning, they should deepen their conceptual understanding by tackling challenging and varied problems. Similarly, with calculation strategies, children must not simply rote learn procedures but demonstrate their understanding of these procedures through the use of concrete materials and pictorial representations. This policy outlines the different calculation strategies that should be taught and used in Year 1 to Year 6 in line with the requirements of the 2014 Primary National Curriculum.

### How to use the policy:

This mathematics policy is a guide for all staff in The Stour Academy Trust and has been adapted from work by the NCETM. All teachers have been given the scheme of work from the White Rose Maths Hub and are required to base their planning around their year group's modules and not to move onto a higher year group's scheme work. These modules use the Singapore Maths Methods and are affiliated to the workings of the 2014 Maths Programme of Study. Teachers can use any teaching resources that they wish to use and the policy does not recommend one set of resources over another, rather that, a variety of resources are used. For each of the four rules of number, different strategies are laid out, together with examples of what concrete materials can be used and how, along with suggested pictorial representations. The principle of the concrete-pictorial-abstract (CPA) approach [Make it, Draw it, Write it] is for children to have a true understanding of a mathematical concept, they need to master all three phases within a year group's scheme of work.

# Addition





Start at the bigger number and counting on	Start with the larger number on the bead string and then count of to the smaller number 1 by 1 to find the answer.	12 + 5 = 17 $10  11  12  13  14  15  16  17  18  19  20$ Start at the larger number on the number line and count on in ones or in one jump to find the answer.	Place the larger number in your head and count on the smaller number to find your answer.
Regrouping to make 10 (The 'Make 10' strategy)	6+5=11 Start with the bigger number and use the smaller number to make 10. Use ten frames.	Use pictures or a number line. Regroup or Partition the smaller number using the part part whole model to make 10. 9+5=14 1 $41$ $41$ $41$ $41$ $41$ $41$ $41$ $41$ $41$ $41$ $41$ $1$ $1$ $1$ $1$ $1$ $1$ $1$ $1$ $1$	7 + 4= 11 If I am at seven, how many more do I need to make 10. How many more do I add on now?
Vocabulary	add, more, plus, and, make, alto	gether, total, equal to, equals, double, most, count on, nu	mber line, balancing, part, part, whole

Addition- Year 2					
Objective and Strategy	Concrete	Pictorial	Abstract		
Adding 3 1-digit numbers	4 + 7 + 6= 17 Put 4 and 6 together to make 10. Add on 7.	Add together three groups of objects. Draw a picture to recombine the groups to make 10.	$\begin{array}{c} (4)+7+6 = 10+7\\ 10 = 17 \end{array}$ Combine the two numbers that make 10 and then add on the remainder.		
Adding a 2-digit number and ones	Image: line system   Image:	17 + 5 = 22 Use part part whole and number line to model. 17 + 5 = 22 $3$ $2$ $3$ $2$ $4$ $4$ $4$ $4$ $4$ $4$ $4$ $4$ $4$ $4$	17 + 5 = 22 Explore related facts $17 + 5 = 22$ $5 + 17 = 22$ $22 - 17 = 5$ $17 - 5$ $22 - 5 = 17$		
Adding a 2-digit number and multiples of 10	25 + 10 = 35 Explore that the ones digit does not change	27 + 30 +10 +10 +10 27 37 47 57 Base 10 may be used above the number line initially. The calculation will be shown alongside the number line to see the connection	27 + 10 = 37 27 + 20 = 47 27 + □ = 57		

Adding two 2-digit numbers (No re-grouping)	24 + 15= Add together the ones first then add the tens. Use the Base 10 blocks first before moving onto place value counters.	After practically using the base 10 blocks and place value counters, children can draw the counters to help them to solve additions.	Partitioning: 25 + 47 20 + 5 40 + 7 20 + 40 = 60 5 + 7 - 12
	(Some children may not be ready for place value counters in Y2) Numicon may also be used	$\frac{+20}{47}  \frac{+5}{67}  \frac{0r}{72}  \frac{+20}{47}  \frac{+3}{67}  \frac{+2}{70}  \frac{+3}{72}$ Use number line and bridge ten using part whole if necessary. Base 10 may be used above the number line. The calculation will be shown alongside the number line to see the connection $\frac{Model  Calculation}{1  1  1  1  1  1  1  1  1  1 $	60 + 12 = 72 Recording addition in columns supports place value and prepares for formal written methods with larger numbers. Toward the end of the year, children move to more formal recording using partitioning method: $40 + 7$ $30 + 5$ $70 + 12$
		<u>The Bar Model</u> (Singapore maths) will be used to support problem solving moving onto the generalisation that b+c=a. Children will focus on using the abstract representation with the	
		pictorial to support where necessary.	
Vocabulary	add, more, plus, and, make, altogether, total, equal to,	equals, double, most, count on, number line, sum, t boundary	ens, units, partition, addition, column, tens



	127         +         115         = 242         Exchange ten ones for a ten. Model using Dienes, Numicon and place value counters.		536 $+ 85$ $621$ $11$
Vocabulary	addition add, more, and make, sum, total, altogether	, double, near double, half, halve, tens bour	ndary, hundreds boundary

	Ada	lition- Year 4	
Objective and Strategy	Concrete	Pictorial	Abstract
Using formal written methods of columnar addition where appropriate add numbers with up to 4 digits (with exchange)	Children continue to use dienes or place value counters to add, exchanging ten ones for a ten and ten tens for a hundred and ten hundreds for a thousand.	Children can draw a pictoral representation of the columns and place value counters to further support their	3517         + 396         3913         Continue from previous work to carry hundreds as well as tens.
	The calculation will be shown alongside the manipulative used to see the connection Model Calculation		
Add decimals with 2 decimal places, including money.	Introduce decimal place value counters and model exchange for addition.	2.37 + 81.79 <u>tens</u> ones <u>tents</u> <u>hundredts</u> 00 0000 0 0000 0 00000 00000 0 0000 0 00000 00000 0 0000 0 00000 00000 0 0000 0 00000 00000 0 0 0000 0 0000 0000 0 0 0000 0 0000 0 00000 0000 0 0 0000 0 0000 0 000000 0000 0 0000 0 00000000	$f = 23 \cdot 59$ $+ f = 7 \cdot 55$ $f = 31 \cdot 14$ As the children move on, introduce decimals with the same number of decimal places and different. Money can be used
Vocabulary	addition add, more, and make, sum, total, altogether, c	ouble, near double, half, halve, tens bound	dary, hundreds boundary, decimal, decimal

	Addition-	Year 5/6	
Objective and Strategy	Concrete	Pictorial	Abstract
add numbers with more than 4 digits.	See Year 4	See Year 4	Children should have abstract supported by a pictorial or concrete if needed.
add several numbers of increasing complexity, including adding money, measure and decimals with different numbers of decimal points.	See Year 4	See Year 4	$ \begin{array}{r} 8 & 1,05 & 9 \\ 3,66 & 8 \\ 15,301 \\ + 20,551 \\ 120,579 \\ 1,111 \\ 9 & 080 \\ 59 & 770 \\ + 1 & 300 \\ 93 & 511 \\ 23 & 511 \\ \end{array} $ Insert zeros for place holders.
Vocabulary	addition add, more, and make, sum, total, altoge	ther, double, near double, half, halv decimal point	e, tens boundary, hundreds boundary, decimal,

### Subtraction



Subtraction- Year 1						
Objective and Strategy	Concrete	Pictorial	Abstract			
Subtract one-digit and two-digit numbers to 20, including 0. Taking away ones	Use physical objects, counters, cubes etc to show how objects can be taken away. 6-4 = 2 4-2 = 2	Cross out drawn objects to show what has been taken away. $ \begin{array}{c}                                     $	7—4 = 3 16—9 = 7			
Counting back	Make the larger number in your subtraction. Move the beads along your bead string as you count backwards in ones. 13 - 4 Use counters and move them away from the group as you take then away counting backwards as you go.	$\begin{array}{c} -1 & -1 & -1 \\ \hline & 5 & -3 & = 2 \\ \hline & 1 & 2 & 3 \\ \hline & 1 & 2 & 3 \\ \hline & 4 & 5 & 6 \\ \hline & 7 & 8 & 9 & 10 \\ \hline \end{array}$ Count back on a number line or track Start at the bigger number and count back the smaller number showing the jumps on the number line.	Put 13 in your head, count back 4. What number are you at? (Use your fingers to help you)			



Subtraction- Year 2					
Objective and Strategy	Concrete	Pictorial	Abstract		
Subtract a two-digit number and ones, a two- digit number and tens, two two-digit numbers Partitioning to subtract without re- Grouping: 'Friendly numbers'	34-13 = 21       Image: Constraint of the sector of the sect	Children draw representations of Dienes and cross off. $\begin{array}{c} \hline \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ $	43—21 = 22 Recording subtraction in columns supports place value and prepares for formal written methods with larger numbers. Toward the end of the year, children move to more formal recording using partitioning method: e.g. 43-21=22 40 and 3 <u>-20 and 1</u> <u>20 and 2</u>		
Make ten strategy	34-28 Use a bead bar or bead strings to model counting to next ten and the rest.	Use a number line to count on to next ten and then the rest.	93—76 = 17		
Vocabulary	equal to, take, take-away, less, minus, subtract, leaves, di left, how much less	istance between, how many more, how many fewer, s isdifference, count on, strategy, partition, tens	'less than, most, least count back, how many units		





Children should begin with the expanded form. Moving onto a more foraml way as below (bottom picture).

836-254=582			728-582=146
200	130 50	4 4	"7 '2 8 5 8 2
500	80	2	146

	Now look at exchange of	the tens, can I take away 8 tens easily? I need to he hundred for ten tens.			
	8	Image: Calculations         Calculations           Image: Calculations         234           Image: Calcu			
	Now I can ta	ake away eight tens and complete my subtraction			
	© ©	$ \begin{array}{c c}                                    $			
	Show childr alongside ye show where	en how the concrete method links to the written method our working. Cross out the numbers when exchanging and we write our new amount.			
Vocabulary	equal to how muc	, take, take-away, less, minus, subtract, h less isdifference, count on, strateay	leaves, distance between, how many more, how many fe partition tens units	ewer/less than, most, least count back, how many left,	
how much less isdifference, count on, strategy, partition, tens units					
			Subtraction- Year 4		
Objective and S	Strategy	Concrete	Subtraction- Year 4 Pictorial	Abstract	



Subtraction- Year 5/6					
Objective and Strategy	Concrete	Pictorial	Abstract		
Subtract with at least 4 digits, including money and measures. Subtract with increasingly large and more complex numbers and decimal values (up to 3 decimal place).	See Year 4	See Year 4	$\begin{array}{c} 3 & 5 & 5 & 6 & 9 & 9 \\ \hline & 8 & 9 & 9 & 4 & 9 \\ \hline & 6 & 0 & 7 & 5 & 0 \\ \hline & 1 & 9 & 5 & 3 & 4 & 1 & 9 & kg \\ \hline & - & 3 & 6 & 0 & 8 & 0 & kg \\ \hline & 6 & 9 & - & 3 & 3 & 9 & kg \\ \hline \end{array}$		
Vocabulary	equal to, take, take-away, less, minus, subtract, leaves, distance between, how many more, how many fewer/less than, most, least count back, how many left, how much less isdifference, count on, strategy, partition, tens units				

### Multiplication

Multiplication-EYFS					
Objectives	Concrete	Pictorial	Abstract		
- Solve problems including doubling	Image: Construction of the construc	<image/>	1+1=       7+7=         2+2=       8+8=         3+3=       9+9=         4+4=       10+10=         5+5=       11+11=         6+6=       12+12=    Addition calculations to model adding two equal groups.		
	equal groups.				



		Use pictorial including number lines to solve	
		problemshere are 3 sweets in one bag.	
		How many sweets are in 5 bags	
		altogether?	
		<b>•• • • • • • • • • •</b>	
Understanding	Use objects laid out in arrays to find the		$3x^2 = 6$
arrays	answers to 2 lots 5, 3 lots of 2 etc.		
			$2 \times 5 = 10$
	*****		
	****		
Vocabulary	Groups of, lots of, times, array, altogether, m	ultiply	

		Multiplication-Year 2	
Objective and Strategy	Concrete	Pictorial	Abstract
Counting in multiples of 2, 3, 4, 5, 10 from 0 (repeated addition)	Count the groups as children are skip counting, children may use their fin- gers as they are skip counting. Use bar models. 5+5+5+5+5+5+5=40	Number lines, counting sticks and bar models should be used to show repre- sentation of counting in multiples. $\frac{2}{3} + \frac{2}{3} + 2$	Count in multiples of a number aloud. Write sequences with multiples of numbers. 0, 2, 4, 6, 8, 10 0, 3, 6, 9, 12, 15 0, 5, 10, 15, 20, 25, 30 $4 \times 3 =$
Multiplication is commutative	Create arrays using counters and cubes and Numicon.	Use representations of arrays to show different calculations and explore commutativity.	$12 = 3 \times 4$ $12 = 4 \times 3$ Use an array to write multiplication sentences and reinforce repeated addition. $00000$ $5 + 5 + 5 = 15$ $3 + 3 + 3 + 3 + 3 = 15$ $5 \times 3 = 15$ $3 \times 5 = 15$

Using the Inverse		8		2 x 4 = 8 4 x 2 = 8	
This should be taught alongside division, so pupils learn how they work alongside each other.		$\begin{array}{c c} 4 & 2 \\ \hline & \times & \square & = & \square \\ \hline & \times & \square & = & \square \\ \hline & \div & \square & = & \square \\ \hline & \div & \square & = & \square \\ \hline & \div & \square & = & \square \end{array}$		8 ÷ 2 = 4 8 ÷ 4 = 2 8 = 2 x 4 8 = 4 x 2 2 = 8 ÷ 4 4 = 8÷ 2 Show all 8 related fact family sentences.	
Vocabulary	Groups of, lots of, times, array, altogether,	, multiply, multiplied by, repeat	ed addition, sets of, equal group	os, times as big as, commutative.	



		Multiplication-Year 4	
Objective and	Concrete	Pictorial	Abstract
Strategy Multiply two- digit and three-digit numbers by a one-digit number using formal written layout Grid method recap from year 3 for 2 digits x 1 digit	Move on to place value counters to show how we are finding groups of a number. We are multiplying by 4 so we need 4 rows.	Children can represent their work with place value counters in a way that they understand. They can draw the counters using colours to show different amounts or just use the circles in the different columns to show their thinking as shown below.	HTO x O $1 3 5 x 5 = 6 7 5$ $\frac{1}{5} 5 0 0 1 5 0 2 5$ Children to add up each column to find the answer.
Multiplying numbers by 1 digit (year 4 expectation)	Fill each row with 126.		
	Image: split with the spl		



		Multiplication Year 5	
Objective and	Concrete	Pictorial	Abstract
Strategy			
Multiply numbers up to 4-digits by a one-digit number using the format written method, including long multiplication for 2-digit numbers Column multiplication for 3 and 4 digits x 1 digit	Children can continue to be supported by place value counters at the stage of multipli- cation. This initially done where there is no regrouping. $321 \times 2 = 642$	x 300 20 7 4 1200 80 28	327 $x 4$ $28$ $80$ $1200$ $1308$ This may lead to a compact method.
Column multiplication (long multiplication)	Manipulatives may still be used with the corresponding long multiplication modelled alongside          Model       Calculation	Moving forward, multiply by a 2 digit number showing the different rows within the grid method. $ \begin{array}{rrrrrrrrrrrrrrrrrrrrrrrrrrrrrrrrrrr$	24 x 6 on the first row. (6 x 4 = 24, carrying the 2 4 x 6 (6 x 4 = 24, carrying the 2 for the 20, then 6 x 2) 2 4 0 3 8 4 2 4 x 10 on the second row. Show multiplying by 10 by putting zero in the units first. 1 2 3 4 $\times$ 1 6 7 4 0 4 (1234 x 6) 1 2 3 4 0 (1234 x 10) 1 9, 7 4 4
Vocabulary	Groups of, lots of, times, array, altogether, multiples of, scale up, inverse, derive, facto	multiply, multiplied by, repeated addition, sets of, equ or pairs, composite numbers, prime number, factors, sq	al groups, times as big as, commutative, product, juared, cubed

		Multiplication-Year 6	
Objective and	Concrete	Pictorial	Abstract
Strategy			
Multiply			Remind children that the single digit belongs
decimal up to			in the units column. Line up the decimal
2 decimal			points in the question and the answer.
place by a			
single digit.			
			3 · 1 9
			0 1 1
			× 8
			25.52
			1 7
vocabulary	Groups of, lots of, times, array, altogether, i	nultiply, multiplied by, repeated addition, sets of, equal	groups, times as big as, commutative, product,
	multiples of, scale up, inverse, derive, factor	r pairs, composite numbers, prime number, factors, squa	ired, cubed

## Division



		Division- Year 1	
Objective and Strategy	Concrete	Pictorial	Abstract
Division as sharing (sharing objects into groups)	Image: Non-State of the state of the st	Children use pictures or shapes to share quantities. Children use bar modelling to show and support understanding. 12 12 ÷ 4 = 3	Share 9 buns between three people. 9 ÷ 3 = 3
Vocabulary	share, share equally, one each, two each, group, groups	of, lots of, array	

		Division- Year 2	
Objective and Strategy	Concrete	Pictorial	Abstract
Division as grouping	Divide quantities into equal groups. Use cubes, counters, objects or place value counters to aid understanding. 96 + 3 = 32 0 + 3 =	Use a number line to show jumps in groups. The number of jumps equals the number of groups. 0 1 2 3 4 5 6 7 8 9 10 11 12 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	28 ÷ 7 = 4 Divide 28 into 7 groups. How many are in each group?
Vocabulary	share, share equally, one each, two each, group, groups of	, lots of, array, divide, divided by, divided into, division, grou	ıping, number line, left, left over

		Division- Year 3	
Objective and Strategy	Concrete	Pictorial	Abstract
Division as grouping	Use cubes, counters, objects or place value counters to aid understanding. 24 divided into groups of $6 = 4$ 96 + 3 = 32	Continue to use bar modelling to aid solving division problems. 20 20 $\div$ 5 = ? 5 x ? = 20	How many groups of 6 in 24? 24 ÷ 6 = 4
Division with arrays	Link division to multiplication by creating an array and thinking about the number sentences that can be created. Eg 15 ÷ 3 = 5 5 x 3 = 15 15 ÷ 5 = 3 3 x 5 = 15	Draw an array and use lines to split the array into groups to make multiplication and division sentences	Find the inverse of multiplication and division sentences by creating eight linking number sentences. 7 x 4 = 28 4 x 7 = 28 28 ÷ 7 = 4 28 ÷ 4 = 7 28 = 7 x 4 28 = 4 x 7 4 = 28 ÷ 7 7 = 28 ÷ 4

Divide 2-	<sup>1</sup> Eva uses a place value grid and part-whole model to solve 66÷3	See part- whole model	
digit	Tens         Ones         66 ÷ 3		
numbers			
by a 1-			
digit			
number			
by			
partitioni			
ng into			
tens and			
ones			
using a pv			
grid			
Divide	Ron uses place value counters to divide 42 into three equal groups	Annie uses a similar method to divide 42 by 3	96 ÷ 8
numbers	He shares the tens first	Tens Ones (42 ÷ 3)	96÷4
that	and exchanges the remaining ten for ones.		96÷3
involve	Then he shares	$\begin{array}{c c} & & & & \\ \hline & & & & \\ \hline & & & & \\ \hline & & & &$	50.0
exchangin	<b>00 00 00</b> the ones. $42 \div 3 = 14$		Compare the statements using $< >$ or =
g			
between			
the tens		Children may use pictorial representation for the	$46 \div 4 \bigcirc 36 \div 5$
and ones.		pv counters, alongside the part-whole model	$52 \div 4 \bigcirc 42 \div 3$
The			
answers		Children use their times-tables to partition the	$60 \div 3 \bigcirc 60 \div 4$
do not		number into multiples of the divisor.	
have			
remainde			
rs.			









T. Divide.	2. Multiply & subtract.	3. Drop down the next digit.
t o 2 2) <mark>5</mark> 8	t o 2 2 ) 5 8 -4 1	$2 9$ $2 \overline{) 5 8}$ $-4 \downarrow$ $1 8$
Two goes into 5 two times, or 5 tens + 2 = 2 whole tens but there is a remainder!	To find it, multiply $2 \times 2 = 4$ , write that 4 under the five, and subtract to find the remainder of 1 ten.	Next, drop down the 8 of the ones next to the leftover 1 ten. You combine the remainder ten with 8 ones, and get 18.
1. Divide.	2. Multiply & subtract.	3. Drop down the next digit.
t o	t o	t o
29 2)58 <u>-4</u> 18	2 ) 5 8 - 4 1 8 - 1 8 0	2)58 <u>-4</u> 18 <u>-18</u> 0

	1. Divide.	2. Multiply & subtract.	3. Drop down the next digit.
	h t o 1 2)278 Two goes into 2 one time, or 2	h t o 1 2 $\overline{) 278}$ $\underline{-2}$ 0 Multiply 1 × 2 = 2, write that 2 under	h t o 18 $2\overline{)}2\overline{7}8$ $-2\downarrow$ $0\overline{7}$ Next, drop down the 7 of the tens
	hundreds ÷ 2 = 1 hundred.	the two, and subtract to find the remainder of zero.	next to the zero.
	Divide.	Multiply & subtract.	Drop down the next digit.
	h t o 1 3 2 ) 2 7 8 -2 0 7 Divide 2 into 7. Place 3 into the quotient.	h t o $ \begin{array}{r} 1 & 3 \\ 2 & \overline{\smash{\big)} 2 7 8} \\  & \underline{-2} \\ 0 & 7 \\  & \underline{-6} \\ 1 \\ \end{array} $ Multiply 3 × 2 = 6, write that 6 under the 7, and subtract to find the remainder of 1 ten.	h t o 13 $2\overline{)278}$ -2 07 -6 18 Next, drop down the 8 of the ones next to the 1 leftover ten.
	1. Divide.	2. Multiply & subtract.	3. Drop down the next digit.
	h t o 1 3 9 2 ) 2 7 8 -2 0 7 - 6 1 8	$ \begin{array}{r}             h t 0 \\             \frac{139}{2)278} \\             -2 \\             07 \\             -6 \\             18 \\             -18 \\             0         \end{array} $	$ \begin{array}{r}             h t 0 \\             139 \\             2) 278 \\             -2 \\             07 \\             -6 \\             18 \\             -18 \\             0         \end{array} $
	Divide 2 into 18. Place 9 into the quotient.	Multiply $9 \times 2 = 18$ , write that 18 under the 18, and subtract to find the remainder of zero.	There are no more digits to drop down. The quotient is 139.
Vocabulary	share, share equally, one each, two inverse, derive, formal written met	each, group, groups of, lots of, ar hod.	ray, divide, divided by, divided into

### Minimal Resources required to support the CPA approach (depending on year group):

- 10 frames (including egg boxes)
- Straws/pipe cleaners
- Bead strings (to 20 and 100)
- Rekenrek frames
- Base 10/Dienes (including magnetic to model on flip chart)
- Place value grids
- Double-sided counters
- Part-part whole templates
- Place value counters (KS2)
- Multi-link cubes