



Maths Written Calculation Policy

This document maps Fawbert and Barnard Infant School's and Reedings Junior School's pathway to the required written formal calculation methods as outlined in the National Curriculum (2013) Mathematics Appendix 1: Examples of formal written methods for addition, subtraction, multiplication and division.

It links the key concrete experiences with pictorial and abstract representations and focusses on the vocabulary used at each stage. This supports pupils to move with confidence and deep conceptual understanding through each strand of calculation.

While this policy focuses on written calculation in mathematics, we recognise the importance of mental strategies and known facts that form the basis of all calculations. A range of mental strategies are developed throughout ESSENTIALmaths: the program both schools use to teach maths.

Pupils are provided with frequent opportunities to compare and evaluate different calculation strategies. This helps them develop an understanding that efficiency is personal and based on the numbers involved.

Concrete, Pictorial and Abstract

Concrete manipulatives

Concrete manipulatives are objects that can be touched and moved by pupils to introduce, explore or reinforce a mathematical concept. They provide a vehicle to help pupils make sense of complex, symbolic and abstract ideas through exploration and manipulation. Furthermore, they support the development of internal models and help build stronger memory pathways.

Pictorial (including jottings)

The act of translating the concrete experience into a pictorial representation helps focus attention on what has happened and why. This supports deeper understanding and a stronger imprint on memory. Pictorial representations are more malleable than concrete resources and, once understanding is secured, allow exploration of complex problems that may be challenging to reproduce with manipulatives.

Abstract

The aim, within this policy, is for compacted forms of notation. These have developed through the history of mathematics. Explicit individual steps in procedure are hidden or they have been shortcut. The informal and expanded methods expose all the intermediate steps, replicating thought processes more closely and support understanding prior to compaction.

Vocabulary

Learning to use the correct mathematical vocabulary is vital for the development of mathematical proficiency. The ability to articulate accurately allows pupils to communicate and build meaning. Ideas become more permanent. This can be scaffolded effectively using speaking frames.







Addition

Year 2 NC Statement: Add and subtract numbers using concrete objects, pictorial representations, and mentally, including: - a two-digit number and ones - a two-digit number and tens - two, two-digit numbers. No regrouping. Concrete Pictorial

Concrete	Pictorial	Abstract
e.g. 43 + 35 =	e.g. 43 + 35 =	<i>e.g.</i> 43 + 35 =
Tens Ones 3 ones + 5 ones = 8 ones Image: Image	Tens Ones ···· + ···· ····	43 + 35 78
Vocabulary		

Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?



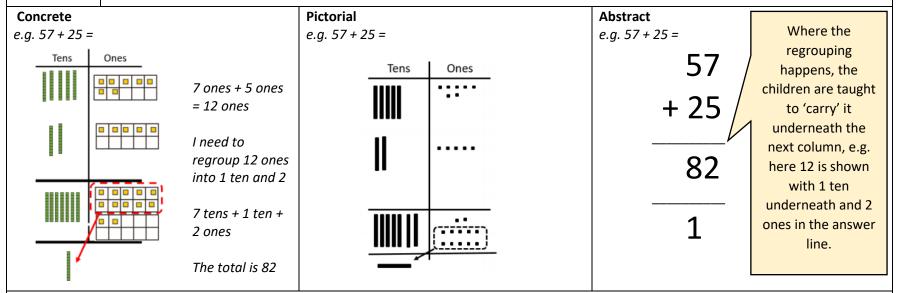




Addition

Maths Written Calculation Policy

Year 2 NC Statement: Add numbers using concrete objects, pictorial representations, and mentally, including: - a two-digit number and ones - a two-digit number and tens - two, two-digit numbers. With regrouping.



Vocabulary

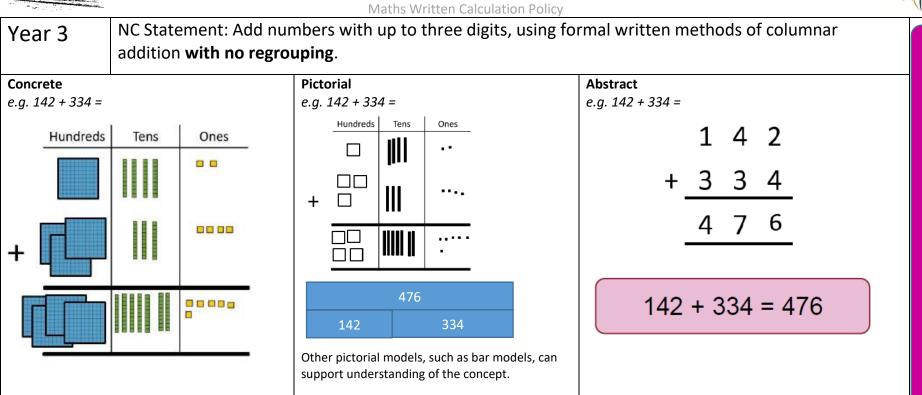
Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?







Addition



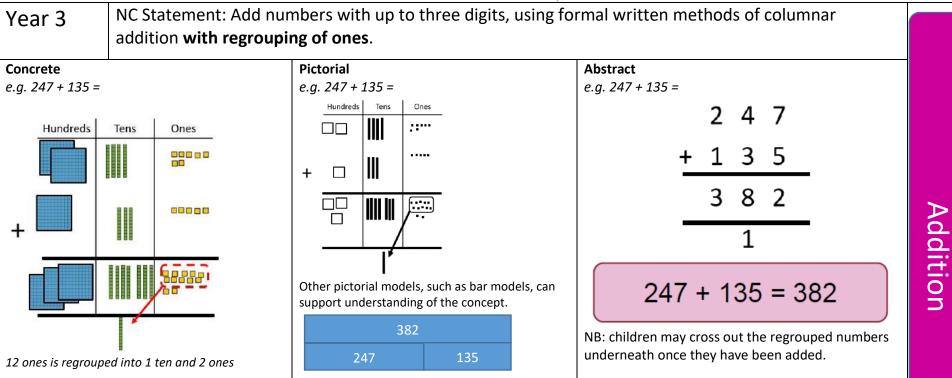
Vocabulary

Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?









Vocabulary

Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?

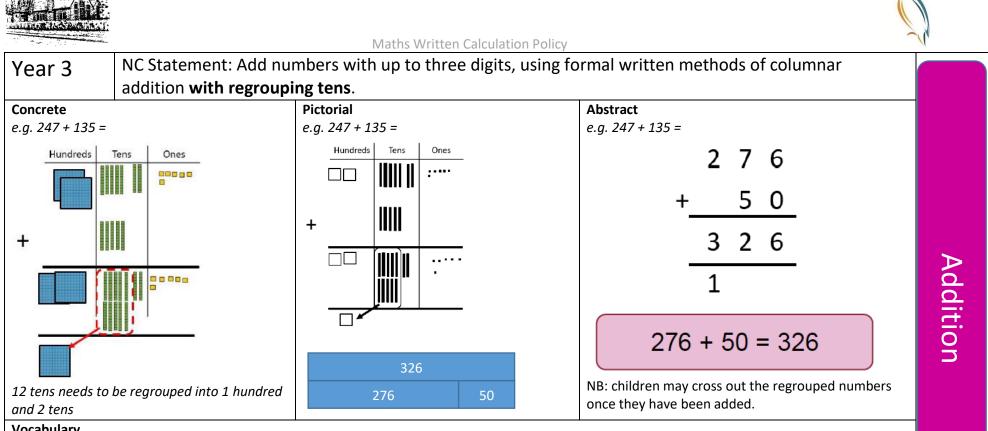
The sum of ... ones and ... ones is ... ones.

The sum of ... tens and ... tens is ...tens.

The sum of ... hundreds and ... hundreds is ... hundreds.

So, ... + ... is equal to ... hundreds, ... tens and ... ones, which is





Vocabulary

Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?

The sum of ... ones and ... ones is ... ones. This is regrouped into ... tens and ... ones.

The sum of ... tens and ... tens is ... tens.

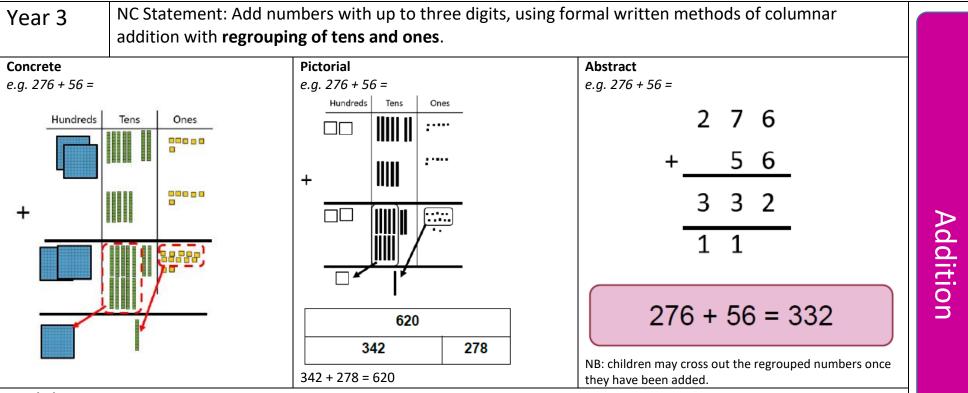
The sum of ... hundreds and ... hundreds is ... hundreds.

So, ... + ... is equal to ... hundreds, ... tens and ... ones, which is









Vocabulary

Addition, add, more, and, make, sum, total, equal, altogether, double, near double, half, halve, one more/two more/ten more/one hundred more, how many more to make ...? how many more is ... than ...? how much more is ...?

The sum of ... ones and ... ones is ... ones. This is regrouped into ... tens and ... ones.

The sum of ... tens and ... tens is ... tens. This is regrouped into ... hundreds and ... tens.

The sum of ... hundreds and ... hundreds is ... hundreds.

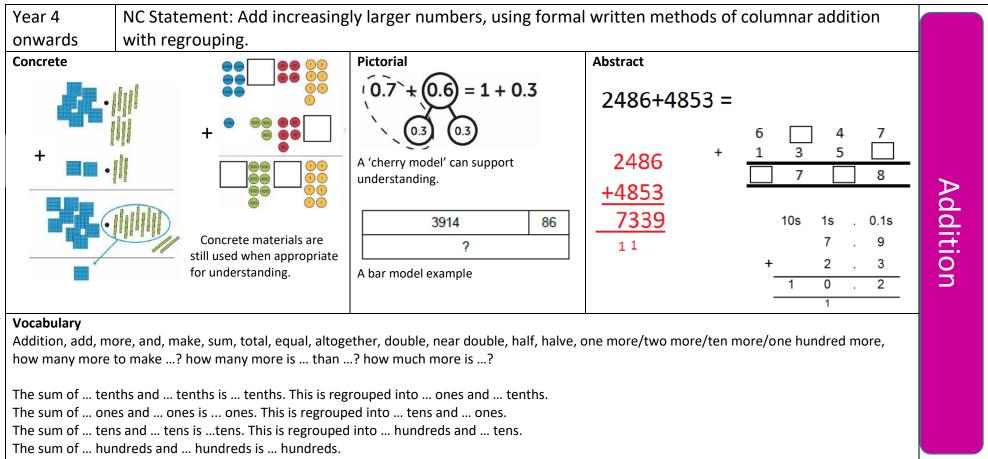
So, ... + ... is equal to ... hundreds, ... tens and ... ones, which is ...







Once pupils have fully understood and rehearsed regrouping within formal column addition of 3-digit numbers, this learning continues to be rehearsed and applied throughout Years 4, 5 and 6, including to 4-digit numbers, larger numbers, decimal numbers, money and measures and problem solving with missing numbers.

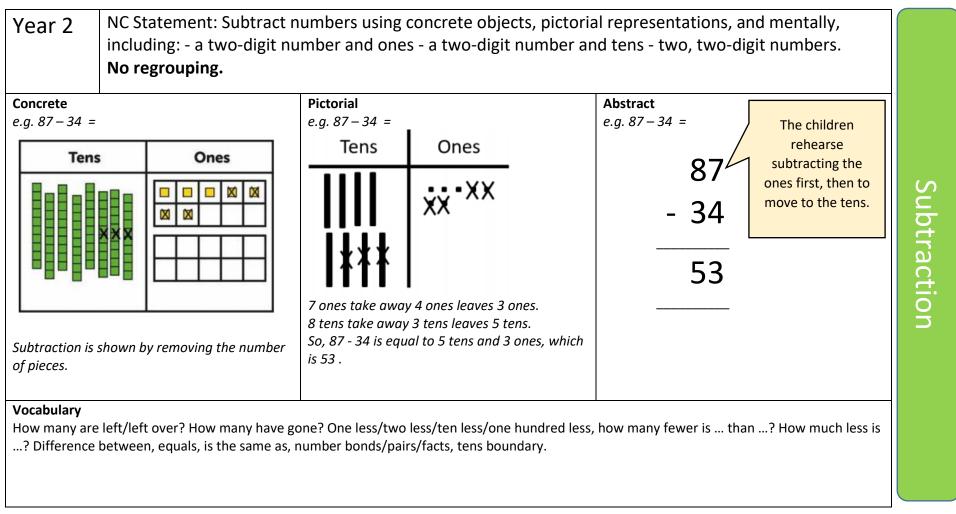


So, ... + ... is equal to ... hundreds, ... tens and ... ones, which is ...









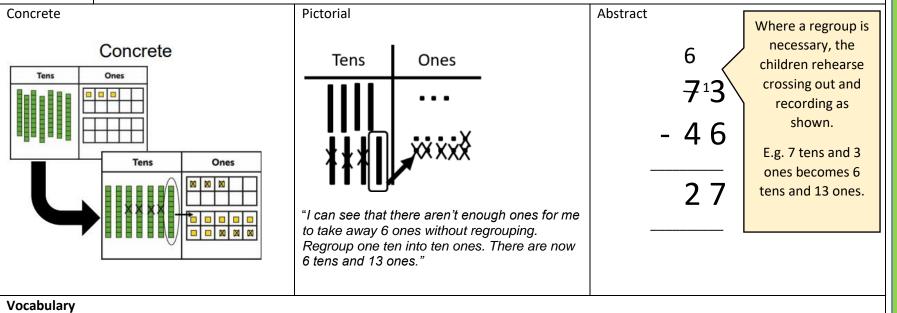




Subtraction

Maths Written Calculation Policy

NC Statement: Subtract numbers using concrete objects, pictorial representations, and mentally, Year 2 including: - a two-digit number and ones - a two-digit number and tens - two, two-digit numbers. With regrouping.



How many are left/left over? How many have gone? One less/two less/ten less/one hundred less, how many fewer is ... than ...? How much less is ...? Difference between, equals, is the same as, number bonds/pairs/facts, tens boundary.





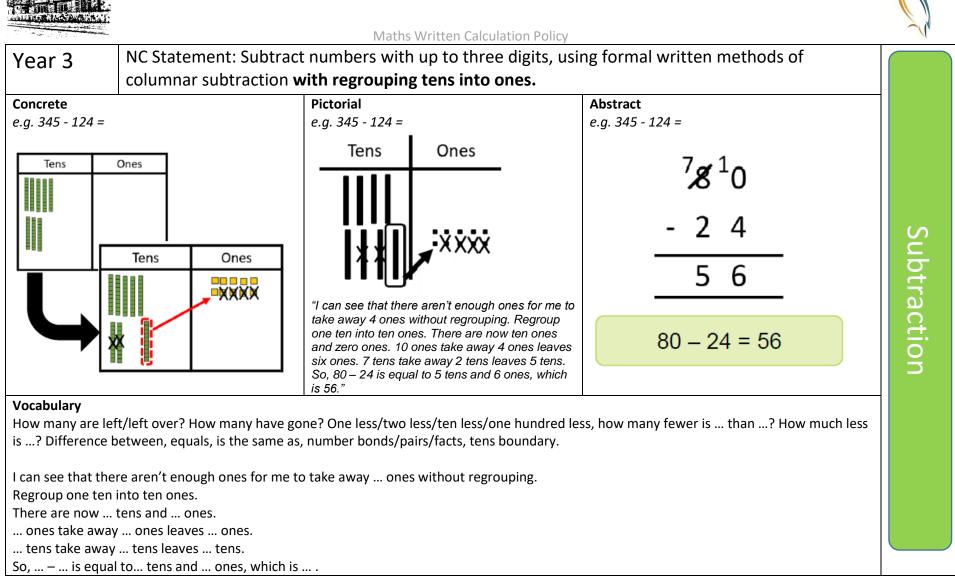


Maths Written Calculation Policy NC Statement: Subtract numbers with up to three digits, using formal written methods of Year 3 columnar subtraction. No regrouping. Pictorial Abstract Concrete e.g. 345 - 124 = e.g. 345 - 124 = e.g. 345 - 124 = Hundreds Ones Tens 5 4 Hundreds Tens Ones **H** • XXXX S ubtraction 2 2 Other pictorial models, such as bar and cherry 345 models, can support 345 - 124 = 221understanding of the concept. 124 345 - 124 = Vocabulary How many are left/left over? How many have gone? One less/two less/ten less/one hundred less, how many fewer is ... than ...? How much less is ...? Difference between, equals, is the same as, number bonds/pairs/facts, tens boundary. ... ones take away ... ones leaves ... ones. ... tens take away ... tens leaves ... tens.

... hundreds take away ... hundreds leaves ... hundreds.

So, ... – ... is equal to ... hundreds, ... tens and ... ones, which is ...

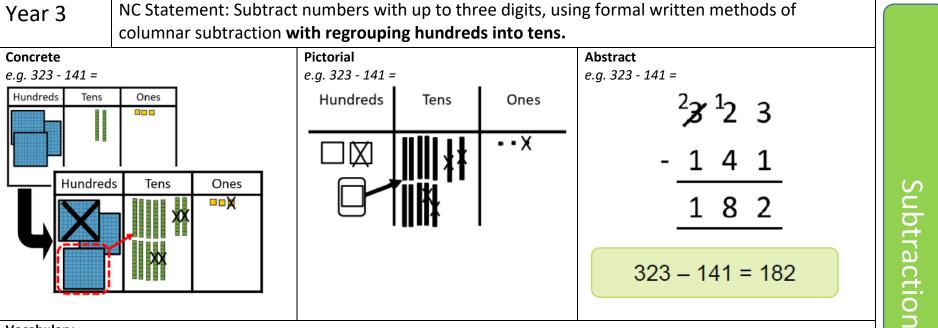












Vocabulary

How many are left/left over? How many have gone? One less/two less/ten less/one hundred less, how many fewer is ... than ...? How much less is ...? Difference between, equals, is the same as, number bonds/pairs/facts, tens boundary.

... ones take away ... ones leaves ... ones.

I can see that there aren't enough tens for me to take away ... tens without regrouping.

Regroup one hundred into ten hundreds.

There are now ... hundreds and ... tens.

... tens take away ... tens leaves ... tens.

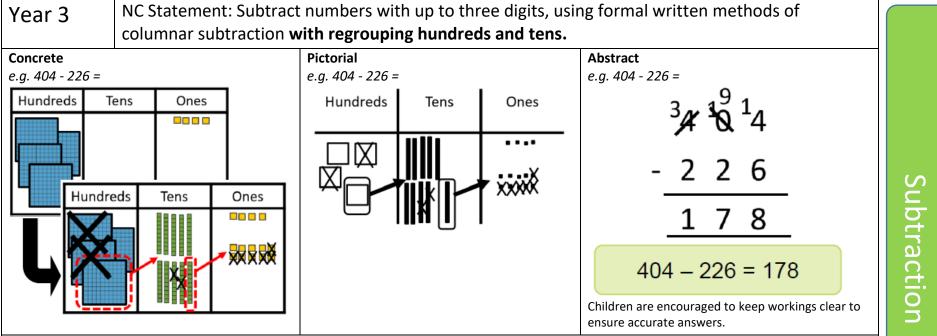
... hundreds take away ... hundreds leaves ... hundreds

So, ... – ... is equal to ... hundreds, ... tens and ... ones, which is









Vocabulary

How many are left/left over? How many have gone? One less/two less/ten less/one hundred less, how many fewer is ... than ...? How much less is ...? Difference between, equals, is the same as, number bonds/pairs/facts, tens boundary.

I will need to regroup...

- one hundred into ten tens. I now have ... hundreds and ... tens.

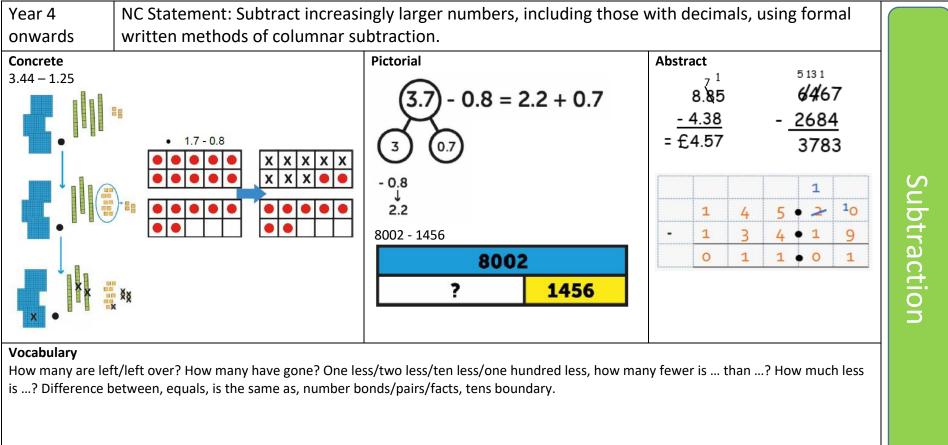
- one ten into ten ones. I now have ... tens and ... ones.







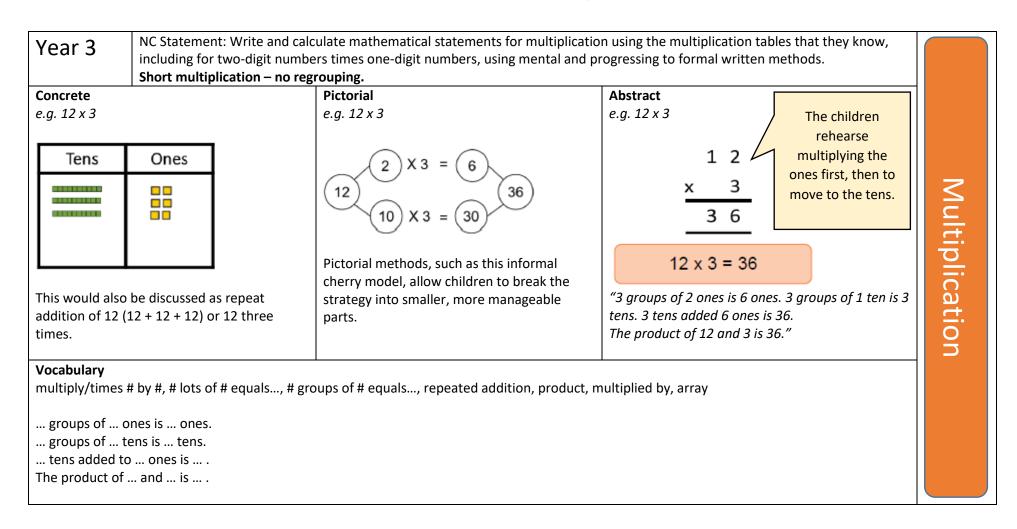
Once pupils have fully understood and rehearsed regrouping within formal subtraction, this learning continues to be rehearsed and applied throughout Years 4, 5 and 6, including to multi-digit, decimal numbers, money and measures.













	San	Maths Written Calculation Po	olicy	
Year 3	including for two-digit n	d calculate mathematical statements for multipl numbers times one-digit numbers, using mental a egrouping ones into tens.	lication using the multiplication tables that they know, and progressing to formal written methods.	
Concrete e.g. 24x3	s Ones	Pictorial e.g. 24x3 $(4) \times 3 = (12)$ $(24) \times (20) \times 3 = (60)$ $(72) \times (20) \times (3) = (60)$	Abstract e.g. 24x3 2 4 x 3 7 2 1 $24 \times 3 = 72$ 3 groups of 4 ones is 12 ones. I can regroup the 12 ones into 1 ten and 2 ones. 3 groups of 2 tens is 6 tens. 1 ten added to 6 tens is 7 tens. The product of 24 x 3 is 72."	Multiplication
groups of I can regroup groups of ten(s) adde	ones is ones. the ones into ten(s) an tens is tens.	, # groups of # equals, repeated addition, prod d one(s).	uct, multiplied by, array, regrouping	





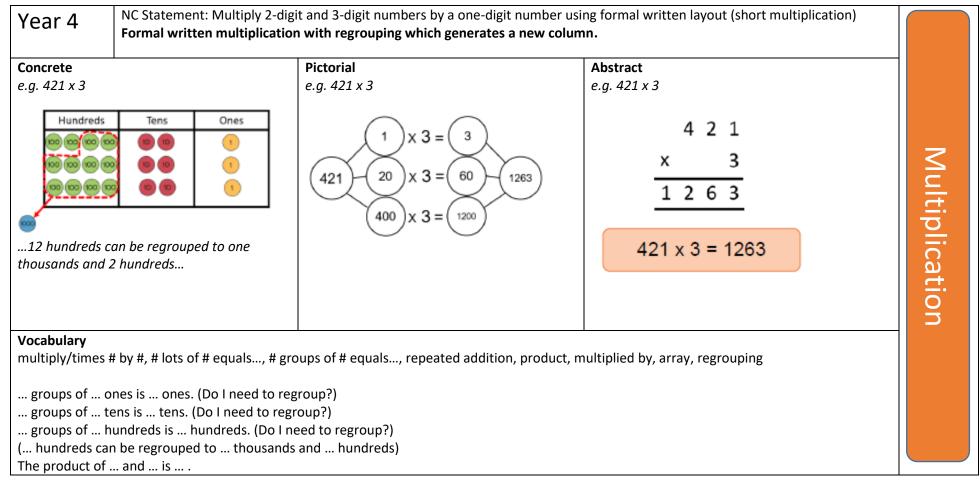


Year 3		ers times one-digit numbers, using mental and p	on using the multiplication tables that they know, progressing to formal written methods.	
Concrete e.g. 27x5 Hundreds	Tens Ones	Pictorial e.g. $27x5$ (7) X 5 = (35) (27) (20) X 5 = (100) (135)	Abstract e.g. 27x5 2 7 x 5 <u>1 3 5</u> <u>3</u> 27 x 5 = 135 "5 groups of 7 ones is 35 ones. I can regroup the 35 ones into 3 tens and 5 ones. 5 groups of 2 tens is 10 tens. 3 tens added to 10 tens is 13 tens. I can regroup the 13 tens into 1 hundred and 3 tens. The product of 27 x 5 is 135."	Multiplication
groups of o I can regroup th groups of t ten(s) added	ones is ones. he ones into ten(s) and o tens is tens. to ten(s) is he tens into hundred(s) and		nultiplied by, array, regrouping	





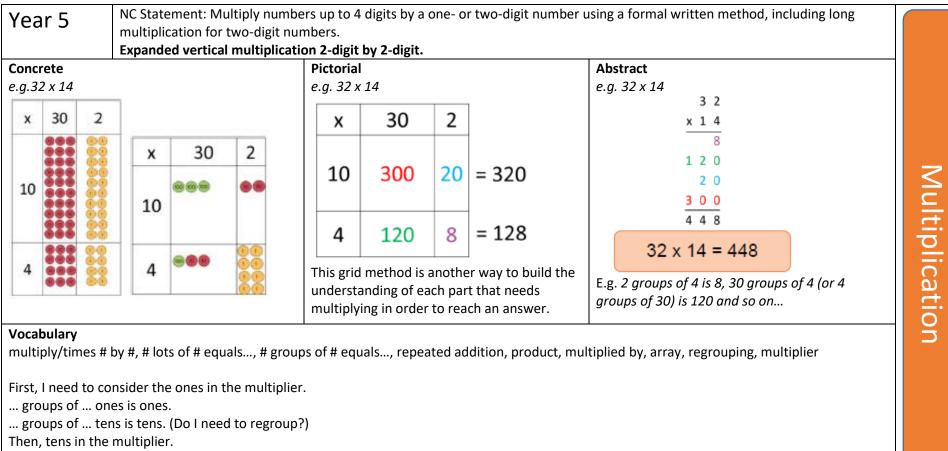












... groups of ... ones is ones. (Do I need to regroup?)

... groups of ... tens is tens. (Do I need to regroup?)

The total of all the partial products is

The product of ... and ... is







NC Statement: Multiply numbers up to 4 digits by a one- or two-digit number using a formal written method, including long Year 5 multiplication for two-digit numbers Long multiplication 2-digit by 2-digit, focusing on regroup in first partial product Concrete Abstract Pictorial 3 2 e.g. 32 x 16 2 30 х Hundreds Terns 1 6 10 300 20 = 320 Multiplication 6 180 12 = 192 Ones 00 Where a regroup is required, children are encouraged to 'carry' on the line of the current calculation, as shown with $2 \times 6 = 12$ $32 \times 16 = 512$ The addition regrouping is noted beneath as shown with 9 + 2 = 11. Children may identify the 0 as a 'place holder' on the red calculation line. Vocabulary multiply/times # by #, # lots of # equals..., # groups of # equals..., repeated addition, product, multiplied by, array, regrouping, multiplier

First, I need to consider the ones in the multiplier.

... groups of ... ones is ... ones. (Do I need to regroup?)

... groups of ... tens is ... tens. (Any regroups to add? Do I need to regroup?)

Then, considering tens in the multiplier.

... groups of ... ones is ... ones. (Do I need to regroup?)

... groups of ... tens is ... tens. (Do I need to regroup?)

The total of all the partial products is

The product of ... and ... is



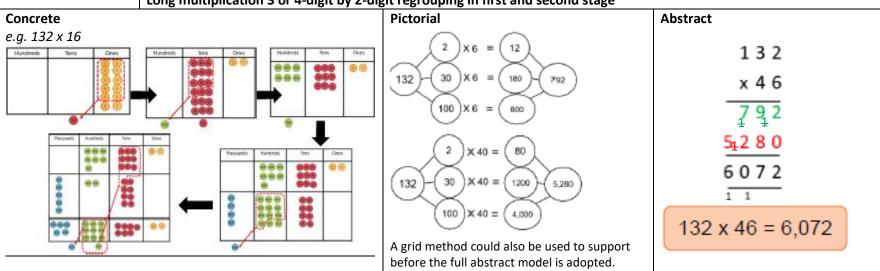




Multiplication

Maths Written Calculation Policy

Year 5 NC Statement: Multiply numbers up to 4 digits by a one- or two-digit number using a formal written method, including long multiplication for two-digit numbers Long multiplication 3 or 4-digit by 2-digit regrouping in first and second stage



Vocabulary

multiply/times # by #, # lots of # equals..., # groups of # equals..., repeated addition, product, multiplied by, array, regrouping, multiplier

First, I need to consider the ones in the multiplier.

... groups of ... ones is ... ones. (Do I need to regroup?)

... groups of ... tens is ... tens. (Any regroups to add? Do I need to regroup?)

Then, considering tens in the multiplier.

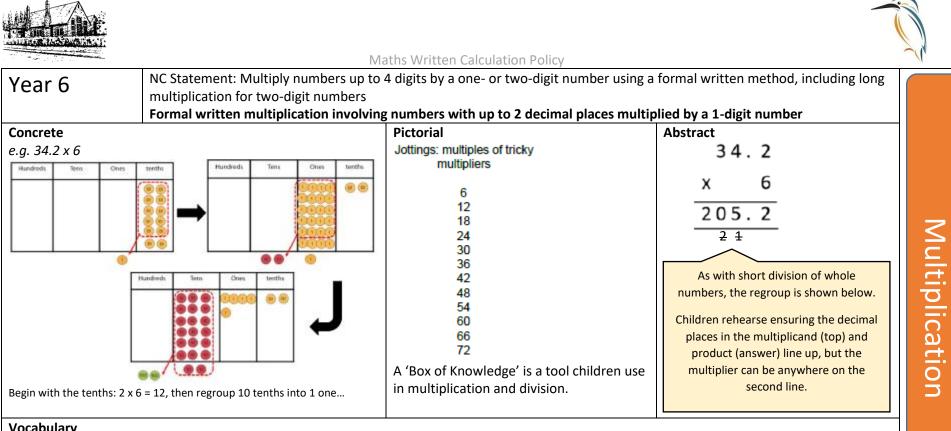
... groups of ... ones is ... ones. (Do I need to regroup?)

... groups of ... tens is ... tens. (Do I need to regroup?)

The total of all the partial products is

The product of ... and ... is





Vocabulary

multiply/times # by #, # lots of # equals..., # groups of # equals..., repeated addition, product, multiplied by, array, regrouping, multiplier

... groups of ... tenths is ... tenths. (Do I need to regroup?)

... groups of ... ones is ... ones. (Any regroups to add? Do I need to regroup?)

... groups of ... tens is ... tens. (Any regroups to add? Do I need to regroup?)

The product of ... and ... is





Year 3	NC Statement: Write and calcul mental and progressing to form Introducing the long division m	al written methods.	for division using the multiplication tables that they know, using	
Concrete e.g. 13 ÷ 4 = 3 r Concrete		Pictorial $e.g. \ 13 \div 4 = 3 \ r1$	Abstract e.g. $13 \div 4 = 3 r1$ 3 4 13 - 12 1 $13 \div 4 = 3 r 1$ $13 \div 4 = 3 r 1$ In order for this abstract calculation strategy to be used effectively, children must first understand the concept of division as repeated subtraction, sharing and grouping (see Y2/Y3 Mental Maths Progression)	Division
I am sharing o There are one I have one(s) I	- ·	ivisible by, remainder		







mental ar		Calculation Policy ts for division using the multiplication tables that they know, using	
Concrete e.g. 84 ÷ 2	Pictorial e.g. 84 ÷ 2	Abstract e.g. $84 \div 2$ $2 \boxed{8} 4$ $-\frac{8}{0} 4$ $-\frac{4}{0}$ $84 \div 2 = 42$ "First, I am sharing 8 tens into 2 equal groups. There are 4 tens in each group. I have zero tens remaining. Then, I am sharing 4 ones into 2 equal groups. There are 2 ones in each group. I have zero ones remaining. The quotient is 42 with no remainders."	Division
Vocabulary divide, share, group, divide First, I am sharing tens in There are tens in each gr I have ten(s) remaining. Then, I am sharing ones i There are ones in each gi I have one(s) remaining. The quotient is with re	oup. nto equal groups. roup.	nainder, quotient	







	64 - - -	Maths Written Ca	Iculation Policy		
Year 3	mental and progressing to for		for division using the multiplication tables tha	t they know, using	
	ual groups requires regrouping the nd then sharing equally.	Pictorial e.g. 74 ÷ 2	Abstract e.g. $74 \div 2$ $2 \overline{ 7 \ 4}$ $- \ 6 \ 1 \ 4$ $- \ 1 \ 4$ 0 $74 \div 2 = 37$	I have 1 ten remaining. I need to regroup the remaining 1 ten into 10 ones. I now have 14 ones in total"	Division
First, I am sharin There are ten I have ten(s) r I need to regrou I now have or Then, I am shari There are one I have one(s)	ng tens into equal groups. Is in each group. remaining. up the remaining ten(s) into nes in total. ing ones into equal groups. es in each group.		ainder, quotient		







Maths Written Calculation Policy NC Statement: Pupils practise to become fluent in the formal written method of short multiplication and short division with Year 4 exact answers (non-statutory guidance) Long division with regrouping hundreds into tens (sharing structure) Concrete Pictorial Abstract e.q. 426 ÷ 3 e.g. 426 ÷ 3 e.g. 426 ÷ 3 "First, I am sharing 4 hundreds into 3 00 equal groups. There is 1 hundred in each group. There is 1 hundred left over. I regroup 1 hundred into 10 tens. I now 6 Division have 12 tens in total. 6 I share 12 tens into 3 0 equal groups. There are 4 in each $426 \div 3 = 142$ group... 4 hundreds shared into 3 equal groups requires 1 hundred to be regrouped into 10 tens. Vocabulary divide, share, group, divided by, equal sharing, equal groups, divisible by, remainder, quotient First, I am sharing ... hundreds into ... equal groups. There are ... hundreds in each group. I have ... hundred(s) remaining. I need to regroup the remaining ... hundreds into ...tens.

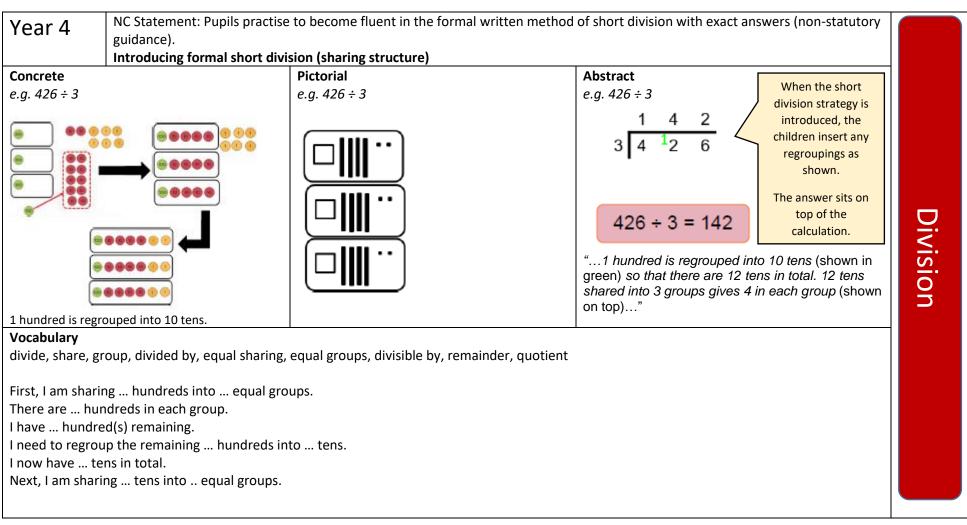
I now have ... tens in total.

Next, I am sharing ... tens into .. equal groups.





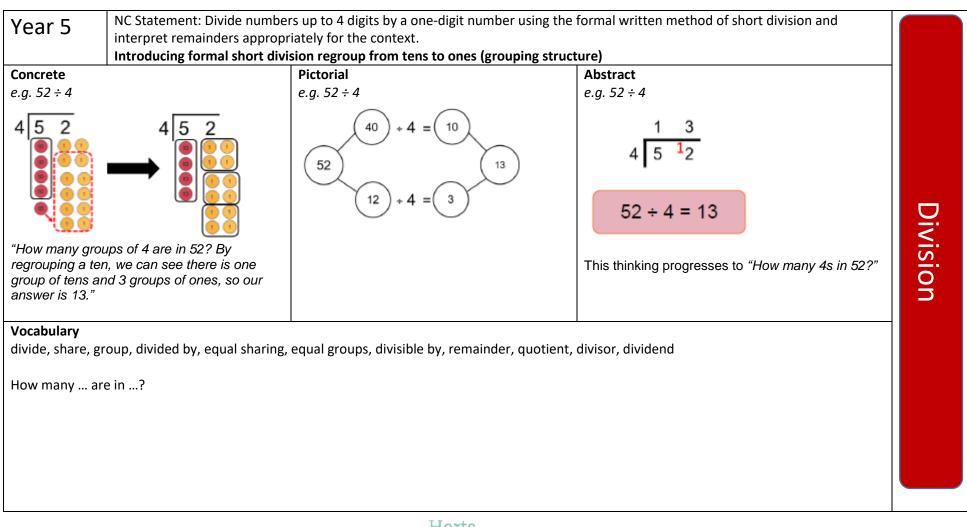








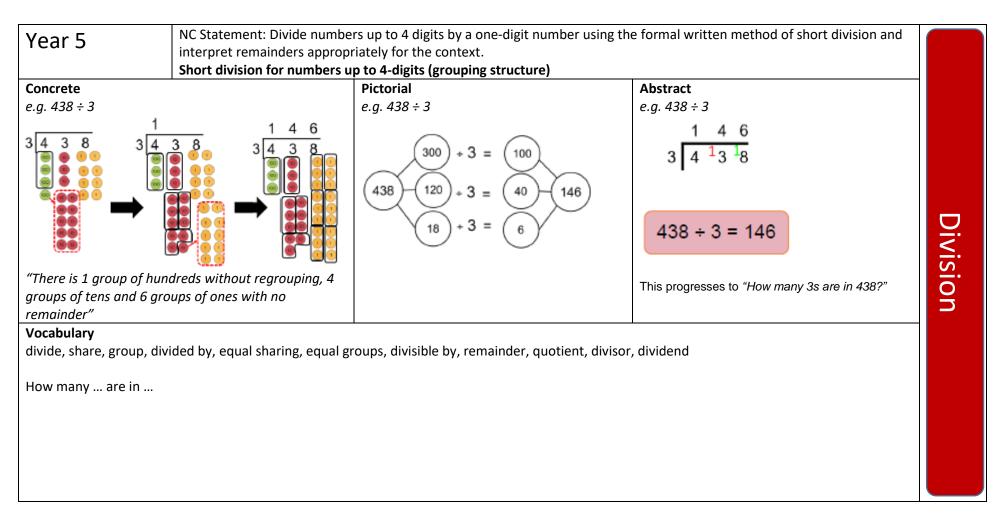








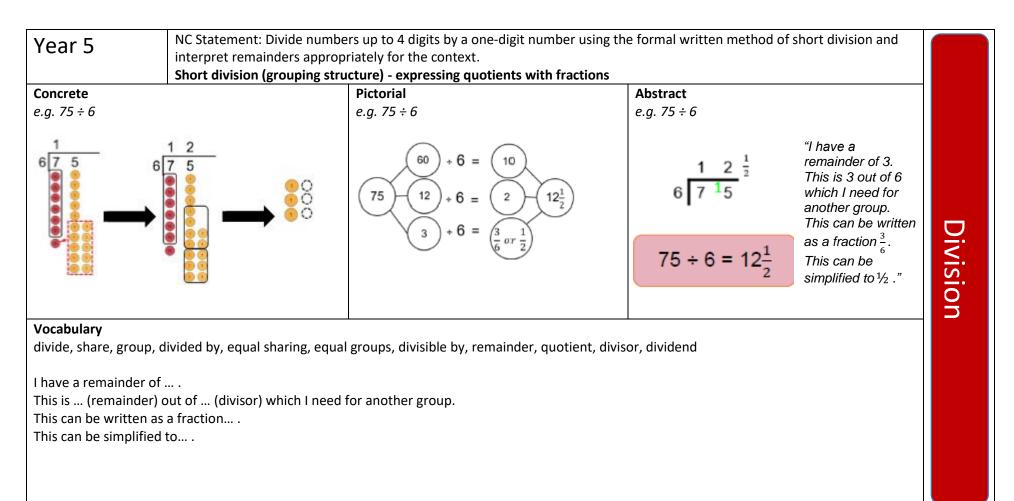








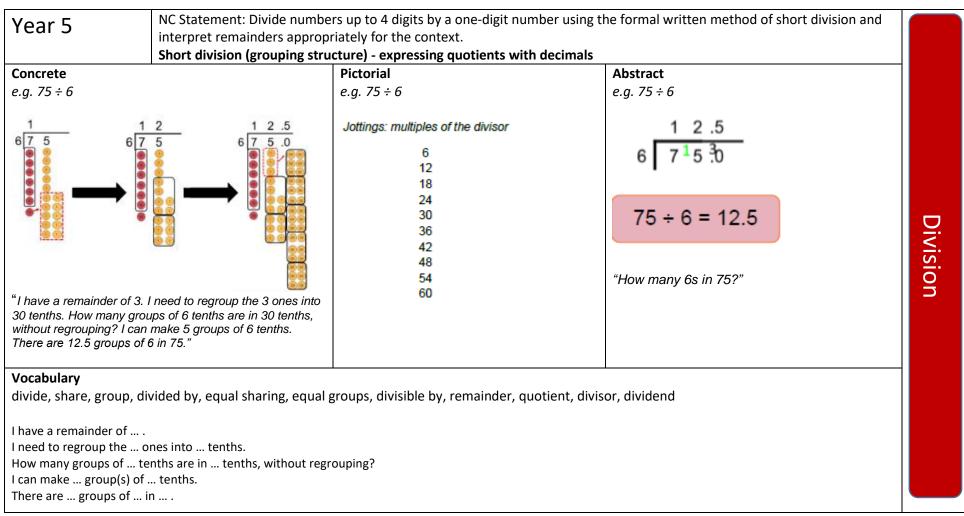






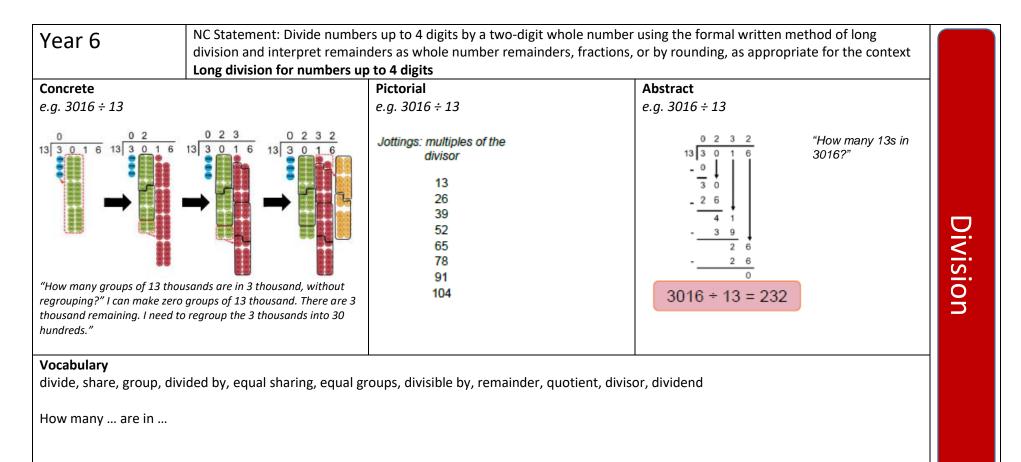


















Appendix A: Strategies for four operations (in children's planners)

Examples of formal written methods for addition, subtraction, multiplication and division.

Addition and Subtraction

adition and Subtraction	Dri							Short Division		
789 + 642 becomes	874 - 523 becomes	19	932 -	- 45	7 be	com	es	Short Division		
789	874			8	12	/		98 ÷ 7 becomes	432 ÷ 5 becomes	496 ÷ 11 become
+ 6 4 2	- 5 2 3		-	4	5	7		1 4	86 r 2	4 5
1 4 3 1 1 1	3 5 1			4	7	5		7 9 8	5 4 3 ³ 2	1 1 4 9 6
Answer: 1431	Answer: 351		A	nsw	er: 4	75		Answer: 14	Answer: 86 remainder 2	Answer: 45 11
short multiplication										
24 × 6 becomes	342 × 7 becomes		274	1×6	beco	mes		Long Division		
								432 ÷ 15 becomes	432 ÷ 15 becomes	432 ÷ 15 becomes
2 4	3 4 2			2	74	1				
× 6	× 7		×			6		2 8 r 12	2 8	2 8 · 8
1 4 4	2 3 9 4	1	1	6	4 4	6		1 5 4 3 2	1 5 4 3 2	1 5 4 3 2 0
Answer: 144	Answer: 2394				-	45		3 0 15×2	3 0 15×2	30 🗸
Allswell, 144	Answer: 2394		A	nswe	r: 16 4	40		1 3 2		1 3 2
ong Multiplication								1 2 0 15×8	1 2 0 ^{15×8}	1 2 0
										¥
4 × 16 becomes	124 × 26 becomes		-				1	1 2	1 2	1 2 0
2 4	1 2 4			6	3	2	1			1 2 0
× 1 6	× 26	х				1	5		$\frac{12}{15} = \frac{4}{5}$	0
1 4 4	7 4 4		2	1	,	0				
2 4 0	2 4 8 0		3	11	61	0	5	Answer: 28 remainder 12	Answer: 28 $\frac{4}{5}$	Answer: 28-8
3 8 4	3 2 2 4	+	6	3	2	1	0		1	
	1 1		9	4	8	1	5			
Answer: 384	Answer: 3224		<u> </u>			8.42		A Box of Knowledge can be wr	tten including the 1x,2x,5x,10x facts to	help each step.

Herts for Learning ESSENTIALmaths