

Holy Family Catholic Primary School

Calculation Policy

Last Reviewed: Sep 2021 Review date Sep 2022

Introduction

We have adapted this policy from School Improvement Liverpool.

The policy focuses on the four operations of addition, subtraction, multiplication and division and includes a list of the key mental maths skills that support written methods.

For each operation, there are stages, starting with the practical methods that support conceptual understanding moving through to methods that allow children to demonstrate efficiency in procedural approaches.

It is important to emphasise that alternative methods may be more appropriate for certain calculations and that informal methods currently used successfully in schools may continue to be used as they support the raised expectations in calculation outlined in this policy. At Holy Family, we use a 'Stage not age' approach where teacher knowledge of individual children is used to ascertain which stage a child is at and therefore, which strategies they will be using.

Addition

Written methods for addition

I is important that children's mental methods of calculation are practised on a regular basis and secured alongside their learning and use of written methods of a ldition.

The aim is that children use mental methods when appropriate, but for calculations that they cannot do in their heads they use a written method accurately and with confidence.

hildren are taught and acquire secure mental methods of calculation and one written method of calculation for addition which they know they can rely on when ental methods are not appropriate.

This policy shows the possible stages of each written method for addition, each stage building towards a more refined method.

There are some key basic skills that children need to help with addition, which include:

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estimating amounts and totals

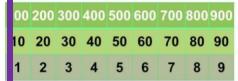
recalling all addition pairs to 10, 20 and 100 (7 + 3 = 10, 17 + 3 = 20, 70 + 30 = 100)

knowing number facts to 10 (6 + 2 = 8)

adding mentally a series of one-digit numbers (5 + 8 + 4)

adding multiples of 10 (60 + 70) or of 100 (600 + 700) using the related addition fact, 6 + 7, and their knowledge of place value partitioning two-digit and three-digit numbers into multiples of 100, 10 and 1 in different ways (432 into 400 + 30 + 2 and also into 300 + 120 + 12) – (

Additive component of place value):
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Hundreds	Tens	Ones
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understanding and using addition and subtraction as inverse operations

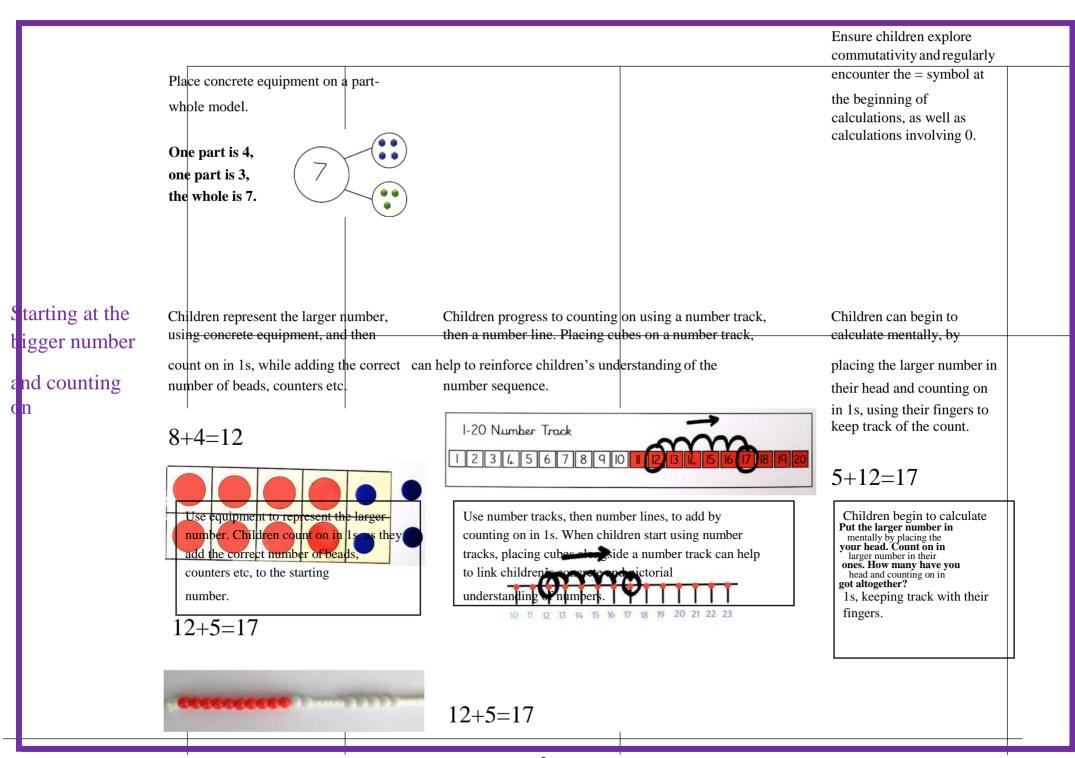
Using and applying i s a key theme and one of the aims of calculation it is impo rtant that their skills are broadened th

National Curriculum and before children move onto the e next stage in written rough their use and application in a range of context

s. these include:

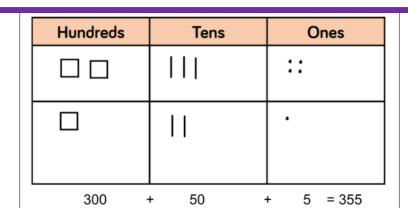
- using inverse
- missing box questio ns
- using units of mea sure including money and time
- word problems
- open ended investi gations

Objective and Strategies	Concrete	Pictorial	Abstract	
combining two arts to make whole: part- hole model	Use a variety of concrete items, eg. cubes, toys, Cuisenaire rods and Numicon, to add two numbers together, as a group. Placing cubes in a bar formation builds understanding of the bar model.	Use given pictures to add two numbers together, as a group. Pictures can be shown in a bar formation. Children can then progress to drawing their own pictures, or dots, to represent the numbers.	Use numerical recording, alongside concrete and pictorial representations, to help children progress towards an abstract understanding of numbers. Build on the use of a partwhole model. 4	
		Link work with cubes, to the bar model, by initially shading individual squares, to represent the numbers.	4+3=7 3+4=7 7=3+4 7=4+3	



grouping to ke 10.	Children can begin to calculate more efficiently, by partitioning the number to be added. They make a whole group of 10 first, then add the remainder. 6+5=11 Start with the larger number.	Circle the larger number. Count on in ones. How many have you got altogether? Children can show their understanding of regrouping using a number line. 9 + 5 = 14 1	Children regroup mentally, in order to add efficiently. 7+4=11 Start with the larger number. How many more do you need to make 10? How many have you got left to add?
ding three ingle digits	Children can calculate efficiently, by looking for pairs of numbers that total 10, then adding the third number. 4+7+6=10+7=17	4	Add the two numbers that make 10. Then add the remaining number.

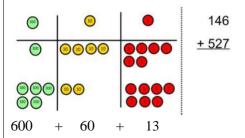
Represent the calculation on a calculation mat, using Base 10 or place value counters. Children record a separate total for each column, starting with the 1s. They then combine the totals for each column. Place value counters can be used for calculations involving decimals. Children can then draw base 10 or place value counters, to support calculation. Children can then draw base 10 or place value counters, to support calculation. Children need to record calculations using an expanded method, before moving on to a compact method. Both methods can be introduced alongside equipment on a calculation mat.	Adding 2-digit numbers nentally, using equipment or pictorial support	Represent the calculation matotal the equip with the 10s at counting on terms of the total the equip with the 10s at counting the total the equip with the 10s at counting the total the equip with the 10s at counting the total the equip with the 10s at counting the total the equip with the e	nt, using Base oment, starting and then	10. Children	Children can then draw Base 10 and total, as with concrete equipment. 34 + 21 = 55 34 + 21 = 55 34 + 21 = 55 34 + 21 = 55 34 + 21 = 55 34 + 21 = 55 10 and total, as with concrete equipment.	Children partition the numbers and recombine, to support them in calculating mentally. $34 + 21 = 50 + 5 = 55$ $30 4 20 1$
	nethod	mat, using Ba Children record column, starti with the 1s. To for each column can be used for	se 10 or place rd a separate to ng hey then comb nn. Place value	value counters. otal for each ine the totals e counters		calculations using an expanded method, before moving on to a compact method. Both methods can be introduced alongside equipment on a calculation mat



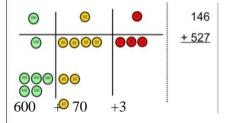
Hundreds	Tens	Ones
100 100	0 0 0	0000
©	© 10	0
300	+ 50	+ 5 = 355

lumn method with grouping

Represent both numbers on a calculation mat, using place value counters or base 10



Add the units and exchange ten 1s for one 10. Record a total below the 1s column.

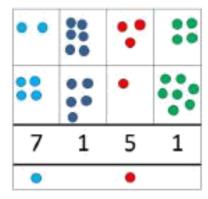


Add the rest of the columns, exchanging counters, where necessary and totalling each column. Add the totals together.

As children move on to decimals, money and decimal place value counters can be used to support learning.

Children can draw a pictoral representation of the columns and place value counters to further support their learning and understanding.

$$2634 + 4517 = 7151$$



It may help children to begin with an expanded method, before moving on to exploring a compact method using equipment The compact method can be used for calculations involving decimals and money.

$$146 + 527$$

$$100 + 40 + 6$$

$$500 + 20 + 7$$

$$600 + 60 + 13 = 673$$

Answer: 1431

Subtraction

Written methods for Subtraction

I is important that children's mental methods of calculation are practised on a regular basis and secured alongside their learning and use of written ethods of subtraction.

The aim is that children use mental methods when appropriate, but for calculations that they cannot do in their heads they use a written method accurately and with confidence.

Children are taught and acquire secure mental methods of calculation and one written method of calculation for subtraction which they know they can rely on when mental methods are not appropriate.

This policy shows the possible stages of each written method for subtraction, each stage building towards a more refined method.

There are some key basic skills that children need to help with subtraction, which include:

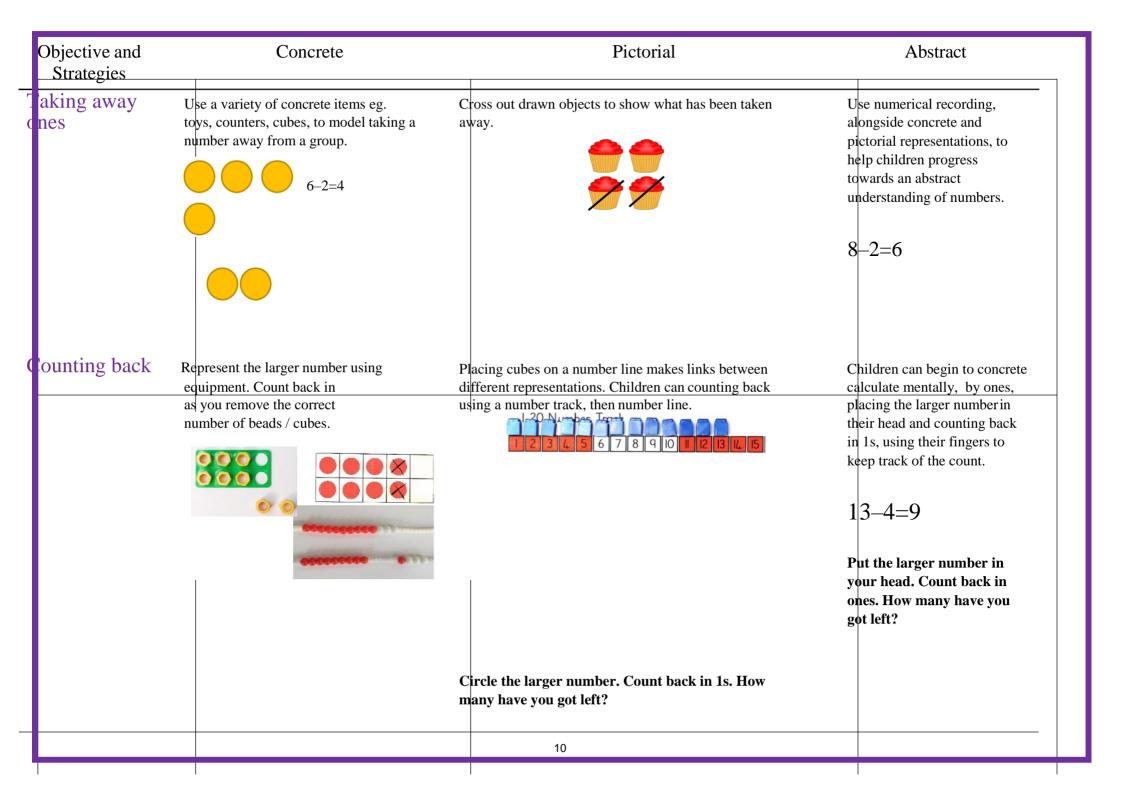
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counting estimating recalling all addition pairs to 10, 20 and 100 along with their inverses (7 + 3 = 10, 10 - 3 = 7, 17 + 3 = 20, 20 - 3 = 17, 70 + 30 = 100, 100 - 30 = 70)
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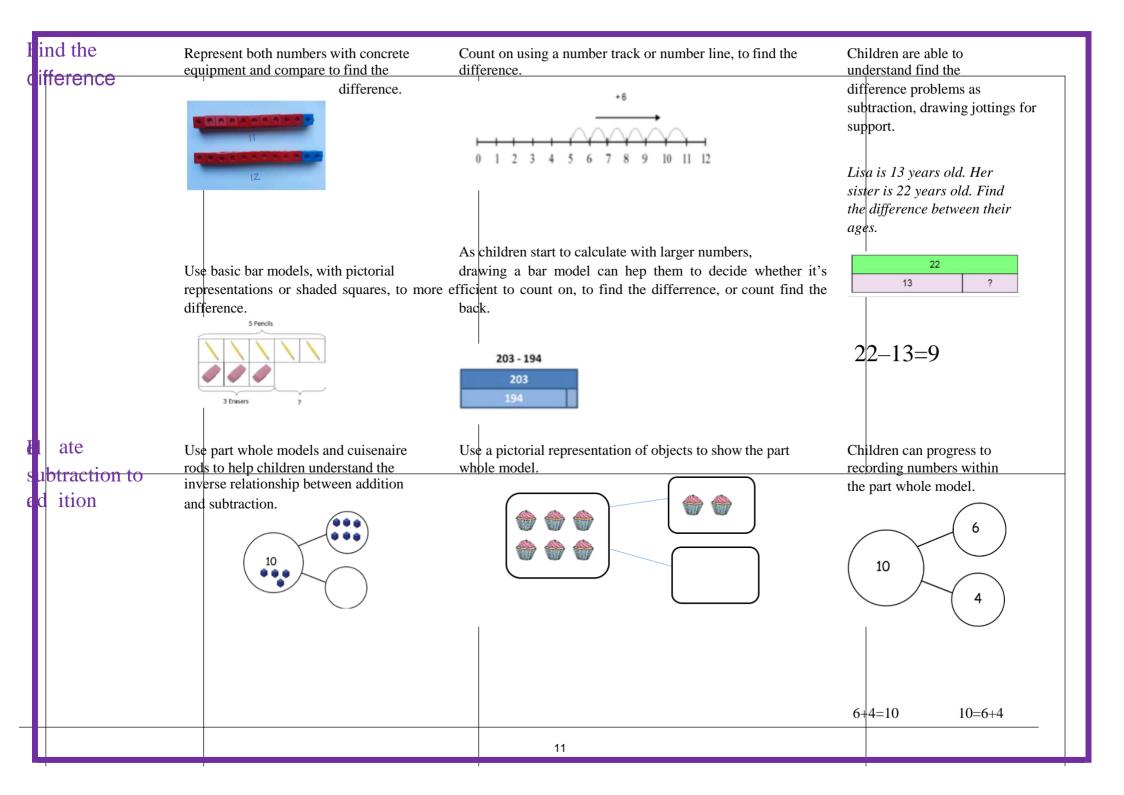
knowing number **facts** to 10 and their inverses (6 + 2 = 8, 8 - 2 = 6)

subtracting multiples of 10 (160 - 70) using the related subtraction fact, 16 - 7, and their knowledge of place value partitioning two-digit and three-digit numbers into multiples of 100, 10 and 1 in different ways (432 into 400 + 30 + 2 and also into 300 + 120 + 12) understanding and using subtraction and addition as inverse operations

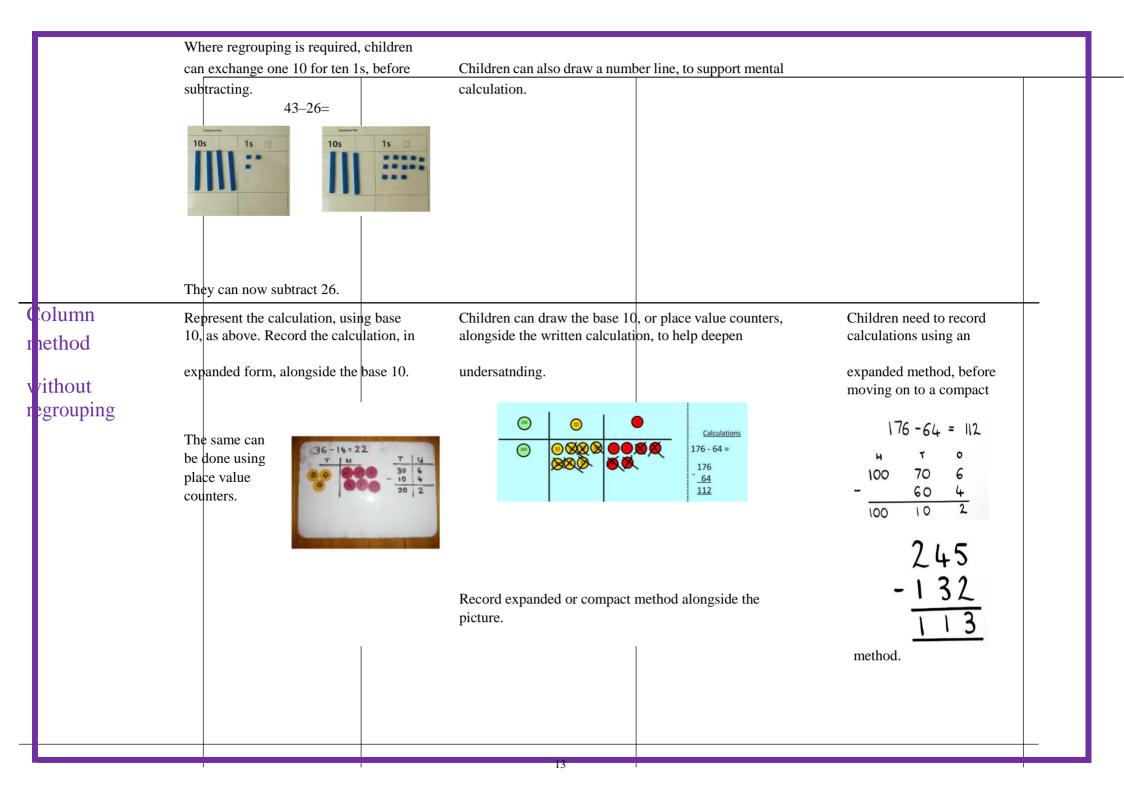
sing and applying is a key theme and one of the aims of National Curriculum and before children move onto the next stage in written calculation it important that their skills are broadened through their use and application in a range of contexts, these include:

using inverse	
missing box questions	
using units of measure including money and time	
word problems	
open ended investigations	
9	



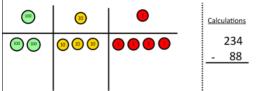


	10 is the whole. 6 is one of the parts.	Use the bar model to help children find related addition and	4+6=10 10=4+6
	What is the other part?	subtraction calculations.	10–4=6 6=10-4
	9-2	5 3 2	10-6=4 4=10-6
legrouping to nake 10	As with addition, children can begin to calculate more efficiently, by partitioning the number to be subtracted. They subtract part of the number, to leave a multiple of 10, and then subtract the remainder 14–5=9	Children can show their undesrtanding of regrouping, using a number line.	Children regroup mentally, in order to subtract efficiently. 13–7=6 How many do you need to subtract to leave 10? How many have you got left to subtract?
ubtracting 2- igit numbers sing quipment or ictorial upport	Represent the calculation on a calculation mat, using Base 10. Children remove the number to be subtracted. They count the equipment that remains 43–22=21	Children can then draw Base 10 and cross out the number they are subtracting. They count the remaining number, to find out how many are left. 55 - 21 = 34	Children partition the number to be subtracted, to support them in calculating mentally. 43 - 26 = 23 - 6 = 17
		When regrouping is required, children can cross out one ten, and draw ten 1s in its place, before subtracting.	



lumn nethod with grouping

Use Base 10 to start with, before moving on to place value counters. Start with one exchange before moving onto subtractions with two exchanges. Compact or expanded method can be shown alongside equipment.



Make the larger number with the place value counters

Start with the ones, can I take away 8 from 4 easily? I need to exchange one of my tens for ten ones.

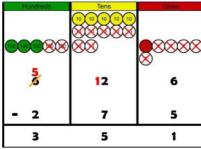
100	100	•	Calculations
100 100	10 10		234
			- 88

Now I can subtract my ones.

Now look at the tens, can I take away 8 tens easily? I need to exchange one hundred for ten tens.

Children can progress to drawing Base 10 or place value counters on a calculation grid. They can draw counters to show the exchnges they make and cross out as they

subtract.



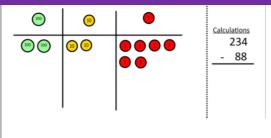
Children need to record calculations using an expanded method, showing exchange, before moving on to a compact method.

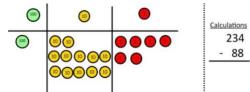


932 - 457 becomes

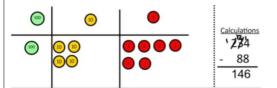
Answer: 475

This will lead to an





Now I can take away eight tens and complete my subtraction



Show children how the concrete method links to the written method alongside your working. Cross out the numbers when exchanging and show where we write our new amount.

understanding of subtracting any number, including decimals.

Multiplication

Written methods for multiplication

I is important that children's mental methods of calculation are practised on a regular basis and secured alongside their learning and use of written methods of rultiplication.

The aim is that children use mental methods when appropriate, but for calculations that they cannot do in their heads they use a written method accurately and vith confidence.

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This policy shows the possible stages of each written method for multiplication, each stage building towards a more refined method.

There are some key basic skills that children need to help with multiplication, which include:

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counting estimating understanding multiplication as repeated addition recalling all multiplication facts to 12 \times 12 partitioning numbers into multiples of one hundred, ten and one
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working out products $(70 \times 5, 70 \times 50, 700 \times 5, 700 \times 50)$ using the related fact 7×5 and their knowledge of place value adding two or more single-digit numbers mentally

adding multiples of 10(60 + 70) or of 100(600 + 700) using the related addition fact, 6 + 7, and their knowledge of place value adding combinations of whole numbers

understanding and using division and multiplication as inverse operations

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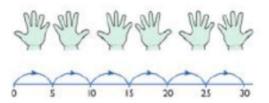




Count in multiples supported by concrete objects in equal groups.



Use Cuisenaire rods to support use of model



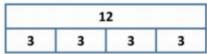
Use a number line or pictures to continue support in counting in multiples.







Bar model shows relationship between whole/ parts and makes links to division.



Count in multiples of a number aloud.

Write sequences with multiples of numbers.

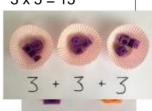
2, 4, 6, 8, 10

5, 10, 15, 20, 25, 30

Lepeated addition – l nking to multiplication



5+5+5=153 groups of 5 equals 15 $3 \times 5 = 15$



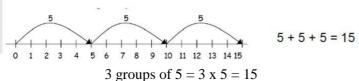
There are 3 plates. Each plate has 2 star biscuits on. How many biscuits are there?

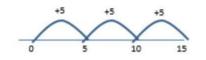


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2 add 2 add 2 equals 6

3 groups of $2 = 3 \times 2 = 6$





Write addition sentences to describe objects and pictures.



5 groups of $2 = 5 \times 2 = 10$

3+3+3=9

 $3 \times 3 = 9$

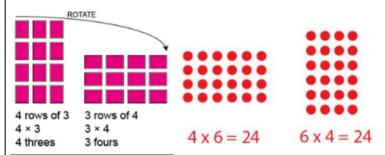
3 groups of 3 = 9

Use Cuisenaire rods as shown above

raysowing mmutative nultiplication Create arrays using counters/ cubes to

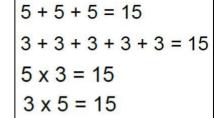


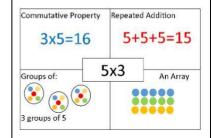
show multipli cation senten ces. Draw arrays in different rotations to find **commutative** multiplication sentences.



Use an array to write multiplication sentences and reinforce repeated addition.



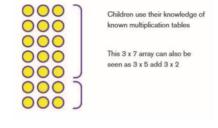




Cuisenaire

Rods – create the shape with 5 lots of 3 and 3 lots of 5

Pile on top – same size



 $7 \times 3 = 21$

 $3 \times 7 = 21$

Link arrays to area of rectangles.

rid Method

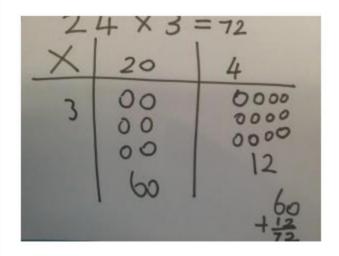
introduce the grid method.

4 rows of 10 4 rows of 3

Move on to using Base 10 or Cuisenaire Rods to move towards a more compact method.

4 rows of 13

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. place value counters in a way that they understand. They can draw the counters, using colours to show different amounts or just use circles in the different columns to show their thinking as shown below.



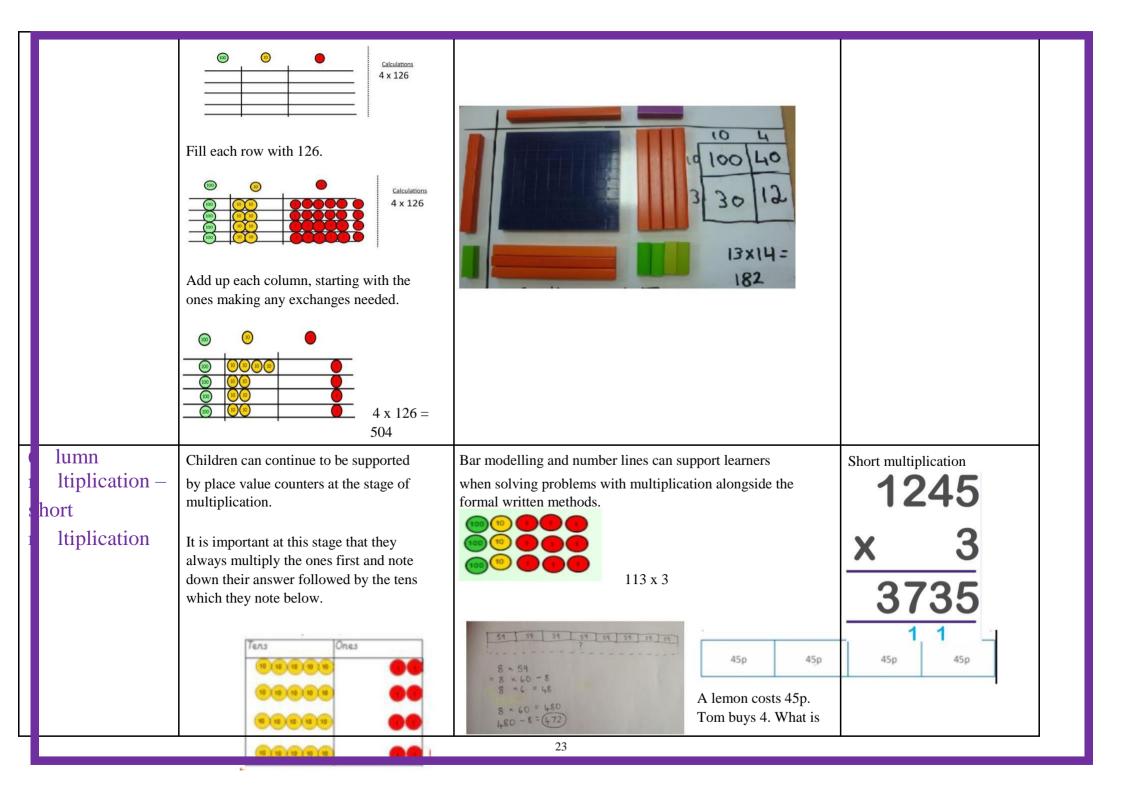
one digit numbers and showing the clear addition alongside the grid.

×	30	5
7	210	35

$$210 + 35 = 245$$

by a 2 digit number showing the different rows within the grid method.

Х	1000	300	40	2
10	10000	3000	400	20
8	8000	2400	320	16



52X4	the total cost?	
	Using bar model, effective mental strategies and related number facts.	
		Start with long
		multiplication, reminding the children about lining up their numbers clearly in columns.
		If it helps, children can write out what they are solving next to their answer.
		32 x 24 8 (4 x 2) 120 (4 x 30) 40 (20 x 2) 600 (20 x 30) 768
	52X4	Using bar model, effective mental strategies and related

7 4 x 6 3 1 2 2 1 0 2 4 0
+ 4 2 0 0 4 6 6 2 This moves to the more compact method.
$ \begin{array}{c} 327 \\ x 53 \\ \hline 98.1 \\ \underline{16.3,50} \\ 17331 \end{array} $ 327 x 3 327 x 50
1245 x 13 3735 12450 16185

Vritten methods for division

I is important that children's mental methods of calculation are practised on a regular basis and secured alongside their learning and use of written methods of vision.

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Children are taught and acquire secure mental methods of calculation and one written method of calculation for division which they know they can rely on when rental methods are not appropriate.

This policy shows the possible stages of each written method for division, each stage building towards a more refined method.

There are some key basic skills that children need to help with division, which include:

counting estimating

understanding division as repeated subtraction

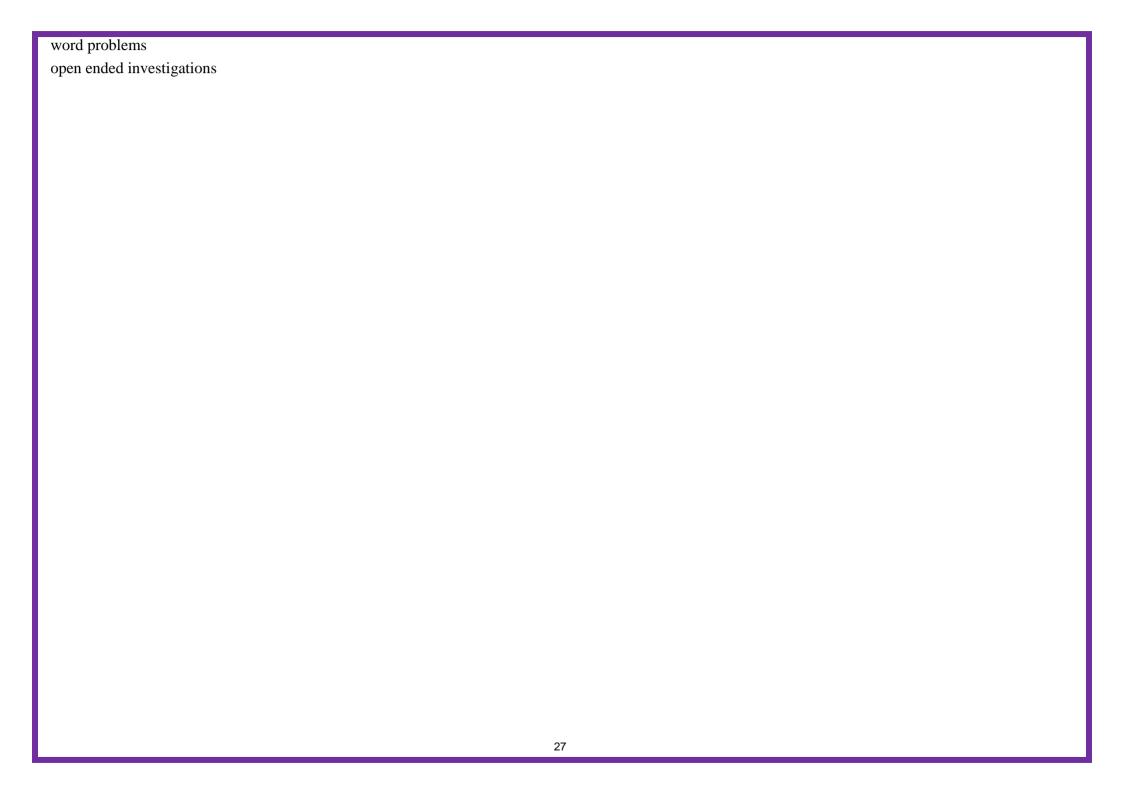
partitioning two-digit and three-digit numbers into multiples of 100, 10 and 1 in different ways (432 into 400 + 30 + 2 and also into 300 + 120 + 12) recalling multiplication and division facts to 12×12

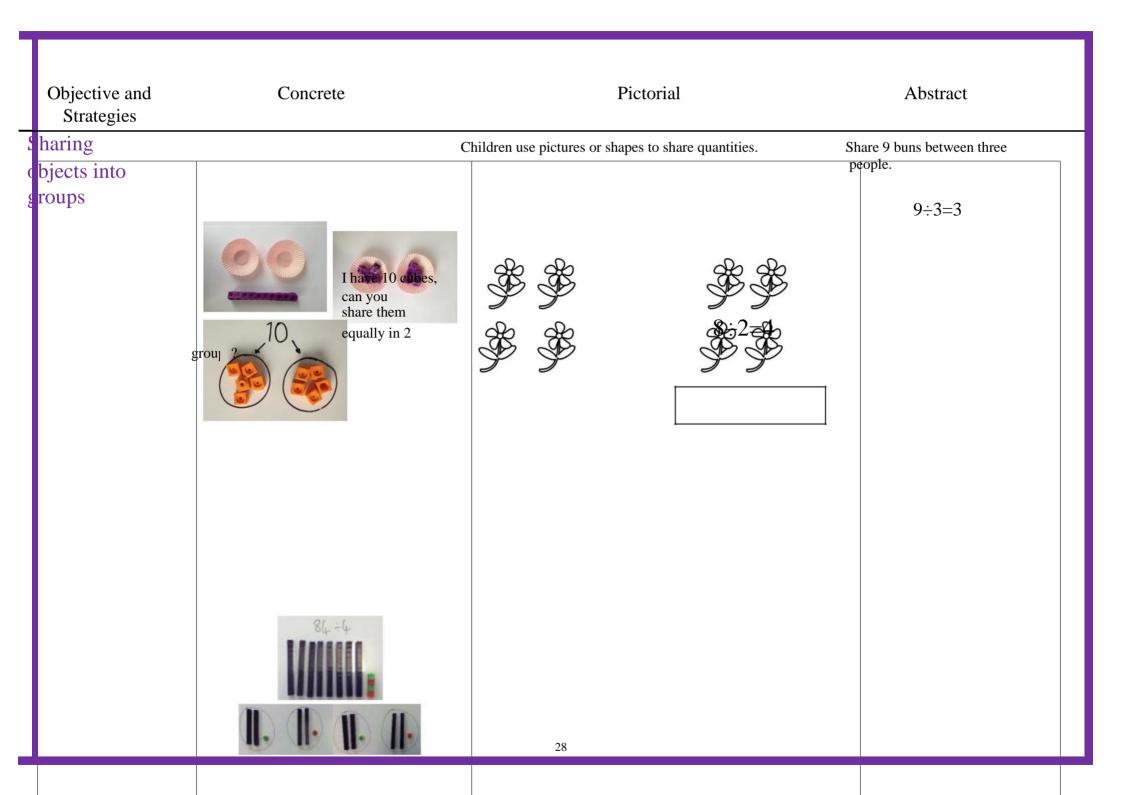
recognising multiples of one-digit numbers and dividing multiples of 10 or 100 by a single-digit number using their knowledge of division facts and place value

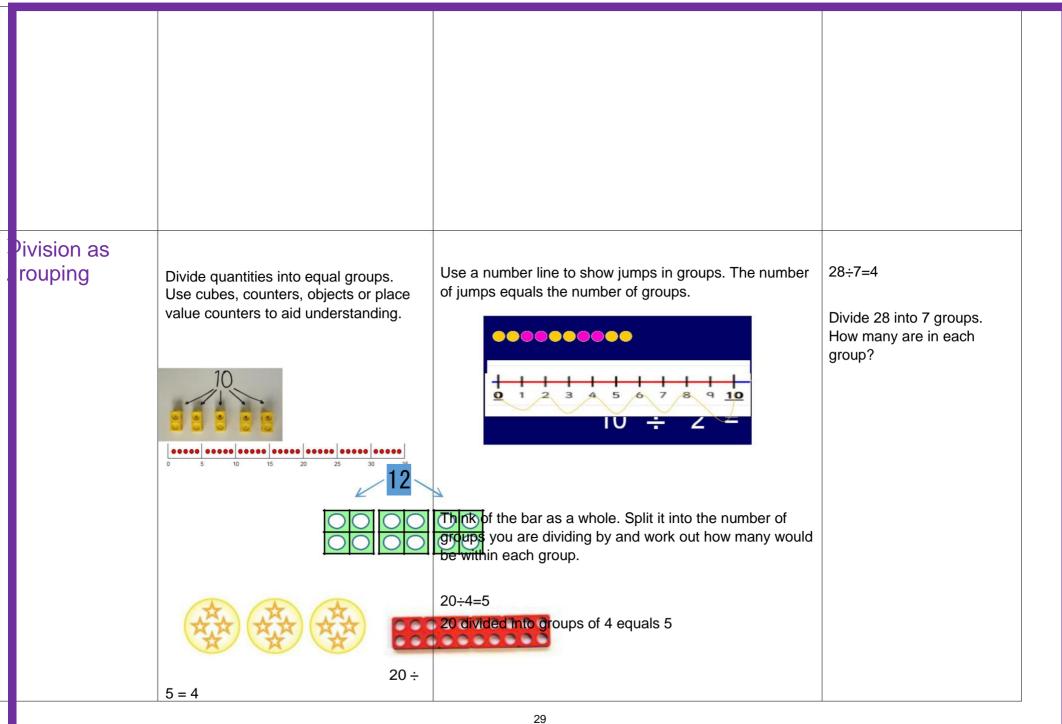
knowing how to find a remainder working mentally, for example, find the remainder when 48 is divided by 5 understanding and using division and multiplication as inverse operations

Using and applying is a key theme and one of the aims of National Curriculum and before children move onto the next stage in written calculation it important that their skills are broadened through their use and application in a range of contexts, these include:

using inverse
missing box questions
using units of measure including money and time







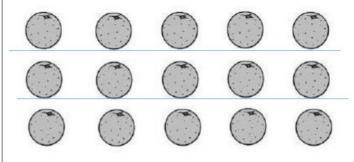
20			
5	5	5	5

Division within arrays

Link division to multiplication by creating an array and thinking

about the number sentences that can be created.

Eg
$$15 \div 3 = 5$$
 $5 \times 3 = 15$
 $15 \div 5 = 3$ $3 \times 5 = 15$



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 four linking number sentences.

$$7 \times 4 = 28$$

$$4 \times 7 = 28$$

Division with remainder	14÷3= Divide objects between groups and see how much is left over	Jump forward in equal jumps on a number line then see	Complete written divisions and show the remainder using r.
		how many more you need to jump to find a remainder. Draw dots and group them to divide an amount and	$29 \div 8 = 3 \text{ REMAINDER 5}$ $\uparrow \uparrow \uparrow$ dividend divisor quotient remainder
		clearly show a remainder.	
	Understand division as 'how many [divisors] in [dividend]' showing remainders using matchsticks to make shapes	Understand division as 'how many [divisors] in [dividend]' showing remainders using bar models.	
		8 8 8 2	
	How many triangles? How many left over?		

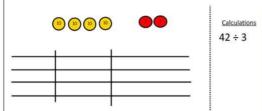
hort division

96÷3

Tens Units

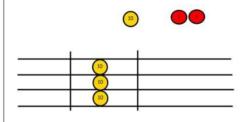
How many groups of 3 tens are there? How many groups of 3 ones are there?

Use place value counters to divide using the bus stop method alongside

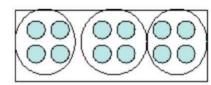


 $42 \div 3 =$

Start with the biggest place value, we are sharing 40 into three groups. We can put 1 ten in each group and we have 1 ten left over.

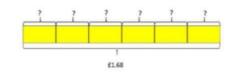


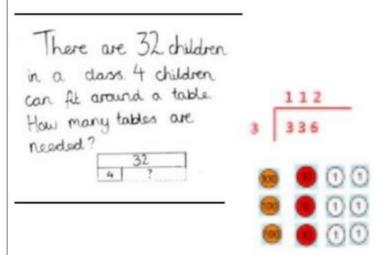
Students can continue to use drawn diagrams with dots or circles to help them divide numbers into equal groups.



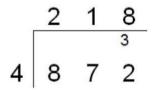
Encourage them to move towards counting in multiples to divide more efficiently.

6 pencils cost £1.68 or 168p. How much does one cost?





Begin with divisions that divide equally with no remainder.



Move onto divisions with a remainder. Then expressing the remainder as a part of the divisor

	We exchange this ten for ten ones and then share the ones equally among the groups. 10 10 10 10 10 10 10 10 10 10 10 10 10		Finally move into decimal places to divide the total accurately. 1 5 . 8 7 9 . 4 0
I ong Division		Use of post it notes and large paper to physically bring down the numbers 13 13 13 13 13 13 13 14 15 16 17 18 18 18 18 18 18 18 18 18 18 18 18 18	4862÷34 34[4862 34] 146 136 102 102 0

Appendix One

he Calculation Sequence – applying the skills

he Sequence	Prompts	Planning
ovide an estimate for the	Using knowledge of number and the number	
alculation	system, rounding and approximating, make a	
	reasonable estimate.	
each the calculation skill	What is the objective you are teaching?	
	Include example questions, increasing in	
	complexity, for both operations.	
I nsure you have taught the	Plan example questions, increasing in	
i verse	complexity. Ensure methods used are in line	
	with school calculation policy. Check that	
	children understand that inverse can also be	
	used to check calculations	
evise similar calculations but	Which units do you need to include? Check the	
i clude units	measures applicable to your year group for	
	length, weight, capacity, money and time.	
omplete missing box questions	Include units in these questions as above. The	
	box may cover single digits or an entire	
	number. Vary the position of the missing box	
	within the calculation.	
emplete word problems, 1 and	Write problems, ensuring the numbers are	
step, including units	sized correctly in line with the objective and	
	that units are also used.	
ovide opportunities for open	Plan example questions and investigations.	
ended investigations		
	Ensure children are working with the correct	
	operations, appropriate size of numbers and	
	use of units for context.	

