**Skimming**

Skimming is a method of rapid reading to absorb the overall theme, tone or general meaning of a text. This is also referred to as “getting the gist” of a text. Skimming is often used before moving on to a more detailed search for specific information and is therefore mostly used for non-fiction texts.

Skimming means allowing the eye to move rapidly across each line of text, ignoring punctuation and small words, such as ‘in’,‘the’ etc., but allowing the eye to linger over, and take in the larger words and phrases which are related to the theme of the text. You should use as many clues as possible to give you some background information. There might be pictures or images related to the topic, or an eye-catching title.

Good skimmers:

• speak keywords and phrases aloud as they encounter them in the text

• develop a feel for the tone or atmosphere of a piece of writing

• recognise keywords when they are repeated in the text

• read the title, subtitles and subheadings to find out what the text is about.

• look at the illustrations to give you more information about the topic.

• read the first and last sentence of each paragraph.

• don’t read every word or every sentence. Let your eyes skim over the text and look out for key words.

• continue to think about the meaning of the text

***Try the activities on the next page to practise skimming***

***Practise the skill***

1. Read the text below and answer the questions on the following page.

# **Abbey Wood Primary School 2017/2018 Prospectus**

## ABSENCE

* Illness

If your child is absent from school you should telephone the school office on the first day. When he/she returns to school, a letter explaining why he/she was asbent must be provided. All medical and dental appointments should be made outside school hours unless unavoidable.

* Holidays

Annual holiday should not be taken during term time although, with the permission of the headteacher, pupils may take up to two weeks off school. If possible, this should be avoided as it is important that children do not miss out on their education.

## SCHOOL UNIFORM

It is not compulsory for children to wear school uniform although it is strongly encouraged so that the children feel part of the school community. The school operates a ‘budget shop’ once a term so that parents may purchase second-hand clothing.

* Boys

Boys should wear blue shirts (long or short sleeved) with grey trousers and the school jumper. They should wear the blue and grey striped school tie at all times.

* Girls

Girls should wear grey skirts with white blouses and the school jumper.

* Footwear

All children should wear black school shoes. No trainers are allowed.

**AFTER SCHOOL ACTIVITIES**

There is a wide range of clubs for all children, according to their age. Reception Year children may attend football, ballet and/or swimming. Year 2-7 children may also attend the following clubs: archery, tennis, French and homework. Participation in clubs is strongly encouraged.

**School office: 0231 458 7559**

# **Abbey Wood Primary School Prospectus**

1. What year is the prospectus for? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Is the prospectus aimed at the children or the parents?

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1. Would you use this text to:
	1. Find directions to the school?
	2. Find out what time the school opens?
	3. Find out about school uniform
2. As well as illness, which issue does the ‘ABSENCE’ section deal with?

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1. What is the school office number? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. True or false? You can find out about school clubs from this text?

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1. Does this text tell you about school lunches? Yes or no?

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1. What colour shirts should boys wear? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_