

# How to Teach Children in to Retrieve, Record and Present Information from Non-Fiction

*"In key stage 2, pupils should be taught to: retrieve, record and present information from non-fiction."*

National curriculum statement

Children require a thorough understanding of a text in order to accurately retrieve information from it. The key skill is to be able to find exactly what is being asked for and to understand that the answer will always be found somewhere within the text or accompanying pictures/diagrams.

## Key Vocabulary

- ⊗ retrieve, non-fiction, identify, key words, context, skimming, scanning

## Common Misconceptions and Errors

Children may answer questions based on their own prior knowledge about a subject, rather than using the information provided in the text.

## Bringing English to Life

- Use non-fiction texts that take into account the children's interests or are based on the current topics being studied. In doing this however, it is important that children base their answers on the information in the text and not on their own prior knowledge.

## Example Questions to Develop Understanding

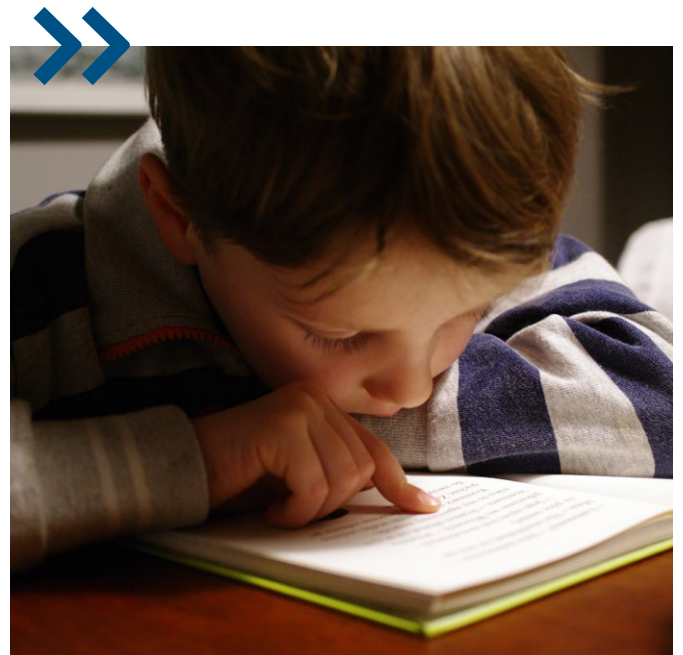
- ⊗
  - What are the key words in this question?
  - Can you locate the key words within the text?
  - Can you give an example of...?
  - Can you identify the information within the text?

## Teaching and Learning Points:

- Always make sure that children read a text thoroughly before beginning to answer any questions.
- Reading skills should be practised in a range of contexts, across a variety of curriculum subjects and in everyday reading.
- Model how to identify any key words within a question. Scan the text for key words and

underline them. Read around the key words to understand their context and identify any specific information required within that section before checking that this information answers the question.

- Question stems including 'who, what, where, why, when, which, how' may give children a clue as to what it is they need to search for.
- Study a variety of different non-fiction texts so that children become familiar with common layouts and features such as sub-headings, captions, diagrams etc.
- Model skimming and scanning strategies to children.
- Show children how to record information from a text in note form before presenting that information clearly in the requested form e.g full sentences or a short paragraph.



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