Summarising

KS3 English · Follows the national curriculum

Name _____ Class _____ Date _____

1. Worked example

Find the main point of each paragraph.

Step 1 · Paragraph 1

A rooftop has been turned into a garden with beds, hives and a bottle greenhouse.

Step 2 · Paragraph 2

A student started it, and students recycled bottles to build it.

Step 3 · Paragraph 3

It has benefits: lessons, food, calmer students.

Step 4 · Paragraph 4

There have been problems, but there are plans to expand.

Answer: Four paragraphs, four main points: what it is, how it began, benefits, problems and plans.

Check: Each point is one short sentence.

2. Now try one with the steps

Paraphrase: 'But the gardeners are undaunted.'

Step 1 · Work out the meaning

Step 2 · Use different words

Step 3 · Check meaning is kept

Answer:

3. Practice

Show your working. The marks tell you how much is expected.

1. How many raised beds does the garden have? Write the number. [1]

2. How many bottles did students collect? Write the number. [1]

3. How many times did the greenhouse roof blow off in its first winter? Write the number. [1]

4. What is a summary? [1]

5. Give two things you should usually leave out of a summary. [2]

6. Who first had the idea for the garden? [1]

7. What does 'undaunted' mean? [1]

8. Write the main point of paragraph 3 in no more than 10 words. [1]

9. Why does the article say the school 'has not measured this formally'? [2]

10. Paraphrase: 'The project has had surprising benefits.' [1]

11. The model summary in Worked Example 3 has how many words? Write the number. [1]

12. Summarise the problems and future plans (paragraph 4) in one sentence of no more than 25 words. [2]

13. Suggest a suitable way to organise the article's information for a poster about the garden, and explain why. [2]

14. Why is it important not to add your own opinions to a summary? [2]

4. Before you hand it in

Copying whole sentences from the text.
Paraphrase: put each main point into your own words.

Including every example and number.
Keep only details that are essential to a main point.

Adding opinions: 'This is an amazing idea.'
Save opinions for a separate response or review.

Summarising only the first half because you ran out of words.
Plan one main point per paragraph before writing, then share out your word limit.