KS1 and KS2 · Free teacher resource

Spelling.Live

Spelling Workload Audit

Where does the time go around a weekly spelling test? Estimate one ordinary week, then decide what to keep, reduce, share or stop. Private to you. Nothing to submit.

1. Pick an ordinary week
Not a test-heavy one, not a holiday one.

2. Estimate the minutes
Rough is fine. Five minutes is enough.

3. Decide
Tick Keep, Reduce, Share or Stop for jobs 2 to 8.

The job	Scheme does it?	Minutes this week	Your decision
Example: Marking Friday tests		*25 min*	*Reduce (TA helped)*
1. Teaching the spelling lesson For comparison. Teaching the pattern, practice time in class.	☐		*No decision needed*
2. Choosing weekly words Finding or creating a list, checking the curriculum.	☐		☐Keep ☐Reduce ☐Share ☐Stop
3. Creating activities and homework Worksheets, games, words sent home.	☐		☐Keep ☐Reduce ☐Share ☐Stop
4. Running the test Dictating, managing the class, collecting in.	☐		☐Keep ☐Reduce ☐Share ☐Stop
5. Marking the test Checking every word, every book.	☐		☐Keep ☐Reduce ☐Share ☐Stop
6. Recording scores and spotting patterns Entering results, hunting for common mistakes.	☐		☐Keep ☐Reduce ☐Share ☐Stop
7. Planning interventions Deciding who needs extra support, and with what.	☐		☐Keep ☐Reduce ☐Share ☐Stop
8. Reporting to parents Sharing scores or comments.	☐		☐Keep ☐Reduce ☐Share ☐Stop
Teaching time (job 1)			
The work around the lesson (jobs 2 to 8)			

Spelling.Live

Make sense of your numbers

Five questions, then one change. On your own or with your phase team.

1. How does the time around the lesson compare with the lesson itself?

2. Which job took longer than you expected?

3. Which one task would you stop tomorrow if nobody noticed?

4. Which task could someone or something else do just as well (a TA, pupils, a shared resource)?

5. What do pupils and parents actually see of all this work?

My one change

The job I will lighten first:

What I will try, and by when:

I will repeat this audit on: _____ and compare the totals.

Team meeting? Compare totals with a colleague. Which job do you all find heaviest?

Use after any weekly spelling test

Spelling.Live

Class Spelling Pattern Tracker

Mark the test as usual. For each wrong word, add a tally under the pattern it breaks.
After a few weeks, the columns show what to reteach.

Pupil	Spelling by sound	Vowel digraphs	Silent letters	Double letters	Suffixes and endings	Prefixes	Homophones	Apostrophes	Exception words	Other
Class total										

Top 3 patterns to reteach: 1. _____ 2. _____ 3. _____

Not sure which pattern a mistake fits? Free guides with examples and teaching tips: spelling by sound, vowel digraphs, silent letters, double letters, suffixes and endings, prefixes, homophones, apostrophes, exception words.

Prefer not to tally by hand? See page 4.

Spelling.Live

Ideas to lighten each job

Common classroom ideas for the job that took longest. Start with one, not all eight.

2. Choosing weekly words. Start from the statutory list for your year group, or your scheme's list. Word lists for every year group: spelling.live/resources.

3. Activities and homework. Reuse three or four routines all term (look, cover, write, check; word sorts; rainbow words). More ideas: spelling.live/spelling-activities-for-weekly-lists.

4 and 5. Running and marking the test. Same day, same routine each week. Dictate a short sentence for homophones. Let pupils self-mark or peer-mark against an answer key, then look closely only at the books that need it.

6. Spotting patterns. Use the tracker on page 3 instead of recording every score. Pattern guides: spelling.live/patterns.

7. Planning interventions. Group pupils by the type of error, not by total score. Ideas for children who find spelling hard: spelling.live/help/struggling-with-spelling.

8. Reporting to parents. Send home one line: one word that is secure, one pattern to practise.

These are common classroom ideas, not research findings. Use what suits your class.

Prefer not to do the tally by hand?

Spelling.Live is a spelling platform for UK primary schools, built around National Curriculum word lists.

- Pupils practise their own weekly list in class or at home.
- Typed answers are marked automatically. Handwritten tests are AI-marked, and you review anything uncertain.
- The class view groups mistakes by spelling pattern, so you can see what to reteach.

Pilot it free with one class for six weeks. No cost, no card, no contract. We haven't measured how much time it saves yet; pilot teachers will help us find out, and we'll publish what we learn. spelling.live/for-schools · How it works: spelling.live/how-it-works

Rated 5.0 out of 5 and Certified by the Educational App Store, 2026. Children's data is handled under our children's privacy commitments: spelling.live/privacy.