

# How to teach speech in Primary schools

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## Speech has the following components

- ✓ Title
- ✓ Salutation
- ✓ Introduction
- ✓ Body
- ✓ Conclusion
- ✓ Ending

## TITLE

Though, when presenting a speech you don't read a title but it is necessary for a speech to have a title. In exams, a title may be given or may not be given so it is necessary to train learners how they can come up with a good title when not given.

A title may be written in two ways and these are:

- ✓ Block letters  
when it is written in Block letters, it is not supposed to be underlined.
- ✓ Small letters  
when is written in small letters, it is supposed to be underlined.  
However, the first letter of the sentence must be capitalized.

## **SALUTATION**

In a speech, salutation means recognizing the ones who are listening to the speech. The recognition should follow order of power or authority. Normally the guest of honour is recognized first.

In a primary school speech, recognized person or group of people should be written in its own line. It is supposed to be written from the margin. Eg

The headteacher

The school committee chairperson

The Village heads

All leaders gathered here

My fellow learners

Ladies and gentlemen

Learners can punctuate the salutation if they are trained thoroughly however learners are not forced to do so. Therefore, considering that we deal with learners of different levels of understanding then salutation should be written without punctuations.

## **INTRODUCTION**

Introduction is very vital in all contexts. Introduction paint a pictures of what is going to be said in the main body. In speech the introduction is there with minor change or addition as compared to composition or letter. In speech, an introduction must have a minimum of two sentences. The first sentence shows gratitude for given an opportunity to speak on behalf of other people or fellow learners. The second sentence gives an overview of what is going to be said in the main body.

It should be a stand-alone paragraph.

Eg

It gives me a lot of pleasure to stand in front of you to make a speech on behalf of my fellow children. I would like to highlight some of the problems we are currently facing.....

## **BODY**

I will not say much on this because it is the same with letter writing, composition etc. However, learners should use personal pronouns or should be told from first point of view.

## **CONCLUSION**

Conclusion is very important as it wraps up what has been said. It can be part of paragraph 3.

## **ENDING**

To end the speech, the salutation is repeated but this time in a general way. Eg

Our guest of honour, ladies and gentleman, I thank you for your attention.

## **Example**

Imagine you have been asked to make speech on an open day about the transmission and prevention of HIV/ AIDS. Include the following in the speech:

### Paragraph 1

- Describe HIV and AIDS

### Paragraph 2

- How HIV and AIDS is spread?

### Paragraph 3

- How HIV and AIDS is prevented?

## SPREAD AND PREVENTION OF HIV AND AIDS.

The headteacher  
The school committee chairperson  
The Village heads  
All leaders gathered here  
My fellow learners  
Ladies and gentlemen

It gives me a lot of pleasure to stand in front of you to make a speech on behalf of my fellow children. In my speech, I will dwell much on how HIV and AIDS is spread and prevented.

HIV and AIDS is a deadly disease. Of course, other diseases are also deadly but HIV and AIDS is the most deadly because it is a multitude of diseases. On top of that HIV and AIDS has no cure.

HIV and AIDS is spread in different ways. The most popular way of contracting this disease is through unprotected sexual intercourse. There are other ways in which HIV and AIDS is also spread for instance sharing of sharp objects such as razor blades and ear-piercing needles.

HIV and AIDS is preventable. So I would like to share with you some of the ways in which we can prevent HIV and AIDS. The most effective way is abstinence from sexual activities. The second one is by being faithful to one partner and the last one is by using condoms during sex. My fellow learners let us abstain from sexual intercourse in order to have a generation free of HIV and AIDS which will contribute to development of our country.

Ladies and gentlemen, I thank you for your attention.