

Literacy Policy

Mission Statement:

John Willmott School is committed to raising the standards of literacy of all students; we want our students to be confident readers and capable of using correct spelling, punctuation and grammar in all areas of the curriculum and to acquire the skills necessary to help achieve success in further education, employment and adult life.

Rationale:

We must ensure that we further develop students' learning by improving literacy skills and therefore raising academic standards.

It is the responsibility of all teachers to deliver the teaching of literacy through their subject areas and ultimately raise the profile of Literacy.

We will provide the staffing, resources and professional development to ensure that all students are supported in this area.

We will deliver key literacy skills through Skills for Success in form time.

As a Literacy and Numeracy focus group we will strive to produce engaging activities and support staff development.

Reading:

Developing students reading skills is essential for success. At John Willmott School we want our students to enjoy reading and we will help them learn and develop reading strategies to be able to:

- Read fluently, accurately and with understanding.
- Become independent and critical readers.
- Select information from a variety of texts.

We will implement the following strategies:

- Through Skills for Success students will be given opportunities to read for meaning.
- In lessons we will ensure there is purposeful reading taking place and encourage reading for meaning in subject areas.
- Support targeted readers through clubs and the SEN department.
- Offer 1 to 1 guided reading for targeted readers.
- Encourage students to read at home.
- All departments to have a focus on reading and learning from texts where appropriate.
- Students encouraged to use the library.

Writing:

Developing students' writing skills is essential in the preparation for exam success. At John Willmott School we want our students to become independent writers and we will help them develop skills to be able to:

- Write accurately
- Adapt written work according to text, audience and purpose.
- Produce sustained writing.

We will implement the following strategies:

- A consistent approach to teaching text types across subject areas.
- Display text types in each classroom.
- Use of peer and self-assessment to improve writing.
- Model writing styles.
- Each subject area will produce an extended piece of writing each half term.
- Use of presentation for learning to guide writing expectations.
- All departments to support the development of students' spelling, punctuation and grammar through the Literacy Marking Code.
- Use of literacy workbooks in Skills for Success.

Speaking and Listening:

Speaking and listening underpins the key literacy skills of reading and writing. At John Willmott School we want our students to be confident speakers and we will help them develop skills to be able to:

- Listen attentively.
- Engage in discussions.
- Speak independently and express their own ideas.

We will implement the following strategies:

- Use speaking and listening activities to encourage reading and writing.
- Use effective questioning techniques.
- Develop student confidence through speaking and listening activities.
- Departments to develop students' ability to listen carefully, speak with confidence, clarity and in the appropriate register.

Marking:

To raise the profile of literacy and improve literacy skills we will:

- Use the literacy marking code to highlight errors.
- Mark the extended piece of written work produced half termly using the literacy code and set targets accordingly.
- Use the presentation for learning when marking.

Profile of Literacy in School:

To raise the profile we will:

- Display all text types in each classroom
- Display key literacy words in each classroom.
- Ensure Literacy is a significant and active part of all lessons
- Ensure Literacy is evident in lesson planning and on lesson plans
- Ensure Literacy is commented upon during lesson feedback.
- Ensure the Literacy Focus groups provide strategies and resources to improve literacy across the curriculum.
- Provide Literacy CPD opportunities for staff.
- Follow advice from Birmingham Authority on the provision for students assessed as having dyslexia. More information can be found on the SEN 'Local Offer' on the School website or by contacting the School's SENCO.