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| Policy Manual | 402 English/Literacy | Date: August 2014 |

Rationale:

Cairnlea Park Primary School recognises the importance of literacy learning for all children. It sets the foundation for all other elements of education. Literacy is given a high priority across every level of the school. It is recognized that all teachers are teachers of literacy and have a collective responsibility to deliver a comprehensive literacy program that meets the needs of all students.

Active and effective participation in society depends on the ability to speak, listen, read, view and write with confidence, purpose and enjoyment. It is through the study of literacy that individuals learn to analyse, understand, communicate with and build relationships with others and with the world around them.

The study of English, and the broader concept of literacy, is about the appropriate and effective use of language allowing students to become ethical, thoughtful, informed and active members of society. It also helps students to engage imaginatively and critically with literature to expand the scope of their experience.

Aims:

- To foster a commitment to a successful literacy curriculum that prepares students for their future.
- To ensure that literacy curriculum meets the learning needs of students at different stages of their development.
- To develop an approach that encompasses a wide range of evidence based strategies.
- The literacy curriculum will include reading, viewing, writing, speaking and listening.
- To provide a supportive and purposeful literacy environment that fosters independent and confident learners.
- To maintain a systematic approach to the provision of additional assistance for those students who need it.
- To provide ongoing professional learning to enable teachers to develop the skills and understandings necessary to implement an effective and engaging literacy curriculum.
- To strengthen the home and school partnership and its links to literacy achievement.
- To ensure accurate reporting of a student's literacy progress to their parents or caregivers.
- To implement and evaluate the school literacy programs.

Implementation:

- Two hours of focused literacy teaching will occur throughout the school each day.
- The daily literacy program will include a combination of explicit teaching, inquiry learning and opportunities for independent practice in line with the gradual release of responsibility model.
- A range of strategies will be used to meet the literacy needs of each child. The effective implementation of these strategies will ensure that the skills of speaking, listening, reading, viewing and writing will develop.
- Provision of resources will be targeted to meet the learning needs of students at different stages in their development.
- Literacy coaches will work with classroom teachers to support their literacy program.
- Team leaders will facilitate discussion and reflection on literacy practice and student progress in Professional Learning Team meetings.
- A range of formal and informal assessment and evaluation strategies will be used to measure student progress and inform future teaching. A Prep-6 assessment schedule will outline the assessment measures.
- The learning environment will support the effective teaching of literacy.
- Strategically planned home-school liaison will take place.

Evaluation;

- Evaluation of whole school literacy programs will be ongoing.
- The English/Literacy policy will be reviewed annually as part of the program budget review.
- The policy will be reviewed as part of the 4 year policy review cycle.

Policy ratified by School Council in August 2014