

Mallacoota P-12 College

Literacy Policy

Revised on 23/07/2015

Rationale

Active and effective participation in Australian society depends on the ability to speak, listen, read, view and write with confidence, purpose and enjoyment. Literacy is about the appropriate and effective use of language, the use of language as a means of learning and the development of knowledge about language.

Aims

Our Literacy program aims to:

- Develop in students their ability to speak, listen, read, view, write and respond effectively with confidence, purpose and enjoyment
- Provide a sequential development of knowledge, understanding and skills in the three strands of Language (knowing about the English language), Literature (understanding, appreciating, responding to, analysing and creating literature) and Literacy (expanding the repertoire of English usage).
- Increase the students' knowledge of the ways in which language varies according to context, purpose, audience and content, and the capacity to apply this knowledge.
- Improve the students' knowledge of the linguistic patterns used to construct different texts, and the capacity to apply this knowledge, especially in writing.
- Provide a broad knowledge of a range of texts and develop within the students the capacity to relate this to aspects of contemporary society and personal experience.
- Improve the students' capacity to discuss, analyse and respond to texts and language critically.
- Increase the students' knowledge of the ways textual interpretation and understanding may vary according to cultural, social and personal differences, and the capacity to develop reasoned arguments about interpretation and meaning.

Implementation

- All students at our school will study a sequential English course based upon the outcomes contained within the AusVELS English curriculum.
- The school will develop a coordinated and integrated scope and sequence for the teaching of English across Foundation to year 12.

- Input from teachers in other subjects will be sought prior to the construction of these documents.
- All teachers will be responsible for the teaching of Literacy and are required to include the Literacy content of each unit of work within their planning documentation as appropriate to the curriculum and the Forms of Writing Plan.
- Students in primary classes will be involved in the Early Years literacy program for the first 2 lessons of each day.
- Secondary students will be allotted a minimum of 4 lessons each week in English.
- Literacy intervention programs will be available for all students who require additional support, with a particular focus on intervention in the Early years of schooling. The school will ensure that access to training for the delivery of intervention programs is provided.
- Staff are committed to utilising ES staff and other outside organisations for additional Literacy support and guidance in identifying and addressing the specific learning needs of students where planned interventions are not proving successful.
- Student individual abilities will be monitored using formal measurements as per assessment schedule that can enhance the understanding of student performance.
- Primary staff and English staff will use relevant collected data to ensure they are informed about student progress and to use this information to individualise their curriculum to provide Literacy learning opportunities based on the identified needs of each student.
- At Mallacoota P12 College all students performing 6-12 months below or above the expected standard in English will have an ILP constructed by their English teacher. This ILP will be communicated to all staff members who are expected to follow the relevant recommended strategies in their subject. All ILPs will be constructed in consultation with parents and students.
- Student progress in Literacy will be reported in half and end of year academic reports, as well as be reported in the school's annual report.
- Students will be encouraged to complete literacy tasks in writing and using ICT. Students will be encouraged to complete drafts neatly by hand, using double-spaced formatting, in order for the proof-reading and editing process to take place, before using ICT. Methods for teaching touch-typing will be explored from Grade 2 onwards.

- The school's Literacy PLT will meet on a regular basis to analyse current documentation and practices, moderate work samples and undertake professional development in order to continually strengthen the Literacy provision and develop consistency of practice and assessment judgement across the school.
- The current Literacy action plan will be developed by the Literacy team leader in conjunction with the Literacy PLT members and the school's leadership team. It will be communicated to, modified and approved by all staff at the commencement of each school year.

Evaluation

This policy will be reviewed in six months' time to ensure adequacy and completeness. This policy will also be reviewed as part of the school's three-year review cycle.

This policy was ratified by School Council on Wednesday 26th August 2015



Cate Tregellas
School Council President