

Literacy Policy

Scope

Whole school

Relationship to School's Mission/Vision/Aims

Definition

Literacy includes the capacity to read, understand and critically appreciate various forms of communication including spoken language, print, broadcast media and digital media.

Rationale

- To ensure a systematic approach to the teaching of literacy in the school.
- To arm students with the basic skills necessary to access and understand information in the modern world.
- To promote reading for pleasure.

Objectives

To support, highlight and reinforce the cross-curricular nature of literacy within education.

Policy Content

To use a whole-school approach to literacy, in which Reading, Writing and Spelling are targeted across all subjects. The school aims to achieve this through the following:

- Linking *Specific Learning Objectives* to literacy
- Identifying and highlighting subject-specific key words
- Breaking down of technical words into their constituent parts to aid understanding
- Enabling students to identify common words across curricula by use of their personal dictionary
- Supporting literacy through team-teaching and withdrawal of students
- Promoting reading for pleasure through
 - Lunchtime access to the library
 - The 1st Year Reading initiative
 - Increased library resources

Roles and Responsibilities

Board of Management

- To ensure that the policy is developed and evaluated over time.
- To approve the policy at a meeting of the board.
- To consider reports from the principal on the implementation of the policy.

Principal/Deputy Principal

- To establish structures and procedures for the implementation of the literacy policy
- To monitor the implementation of the policy.
- To ensure that the policy is reviewed after an appropriate length of time.

Parents

- To encourage the reading for pleasure initiative.
- To encourage students to avail of the local library.
- To support student use of the personal dictionary.

Learning Support/Resource Teachers

- To facilitate use of the personal dictionary and learning of key words.
- To incorporate literacy within specific learning objectives.
- To improve literacy levels through withdrawal from class for learning support.

Subject Teachers

- To identify and highlight subject specific key words.
- To highlight cross curricular vocabulary.
- Breaking down technical words to aid understanding.
- To promote reading for pleasure when supervising other classes.

Success Criteria

Literacy is included in specific learning objectives across all subjects.

Personal dictionary is being used to promote use of a wider vocabulary.

Reading for pleasure is observed for students in the junior cycle and the library is being utilised by students.

Monitoring Procedures

The SALT committee will monitor the procedures as set out in the policy on a regular basis.

Review Procedure

The procedures are reviewed by the SALT committee every year initially.

The SALT committee will refer this policy to all partners in education.

Timeframe

Continuous