



# The Ridgeway School & Sixth Form College Literacy Policy

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*Students should be taught in all subjects to express themselves correctly and appropriately and to read accurately and with understanding.'*

*CA Use of Language across the Curriculum*

## **Rationale**

All teachers are teachers of literacy. As such, staff at The Ridgeway School and Sixth Form College are committed to developing literacy skills in all of our students, in the belief that it will support their learning and raise standards across the curriculum.

## **Aims**

To engage in specific activities that develop speaking and listening skills as well as activities that integrate speaking and listening with reading and writing;

- to develop writing skills through work that makes cross-curricular links with other subjects;
- to develop vocabulary, expression and organisational control that will enable them to cope with the cognitive demands of subjects;
- to develop reading strategies that will enable them to access sources beyond their immediate experience;
- to encourage reflective readers and writers;
- to identify and facilitate staff training needs to ensure that they are confident teachers of literacy;
- To establish effective working partnerships with students and school leadership;
- To engage with parents and carers in supporting literacy in the home;

*Literacy is a key lever of change and a practical tool of empowerment on each of the three main pillars of sustainable development: economic development, social development and environmental protection.*

*Former UN Secretary-General, Kofi Annan*

## **Roles and Responsibilities**

### **Governors:**

- An identified governor meets with staff and students and report progress and issues to the governing body and to parents in the governors' annual report;

### **Senior Managers:**

- lead and give a high profile to literacy;

### **English Faculty:**

- provide students with knowledge, skills and understanding they need to read, write and speak and listen effectively;
- provide intervention as required based on cycle and base data;

### **Teachers across the curriculum:**

- with the support of faculty **Literacy Leads**, implement content specific literacy strategies,
- motivate students and contribute to their development of language, since speaking, listening, writing and reading are, to varying degrees, integral to all lessons;

### **Literacy co-ordinator:**

- develops initiatives to support students' literacy;
- supports all faculties in the implementation of literacy strategies;
- encourage\ faculties to enhance learning by sharing Best Practice;
- monitor\ and evaluate progress;
- liaises with EALCo (English as an Additional Language), LRC (Learning Resource Centre) and SENCo (Special Educational Needs Coordinator) as required;

### **LRC:**

- provides opportunities for students to access resources that will support their learning;

### **Parents and carers:**

- encourage their children to use the range of strategies they have learnt to improve their levels of literacy;

**Students:** take increasing responsibility for recognising their own literacy needs and making improvements.