



## **Literacy Policy**

*Reviewed November 2021*

### 1. **AIMS**

- 1.1 To be a school where all members of the community live according to Gospel values and the principles and teachings of Mary Ward, promoting the virtues of freedom, sincerity, justice, truth and joy, to allow all members of the community to feel secure and able to work and live in an atmosphere of courtesy and respect.
- 1.2 The Governors seek to ensure that the values of Mary Ward are reflected in the planning and delivery of all policies. The principle values covered by this policy are:
  - Truth - Literacy is a vital skill to enable our pupils to search critically for answers to the great questions of life, and make reasoned argument both orally and in writing.
  - Joy - This policy will allow pupils to appreciate the pleasure of reading and writing as a means of promoting delight for themselves and others.
- 1.3 To create a caring and stable environment, in which each person is respected as an individual with unique gifts, talents and ambitions, and is given the freedom and confidence to develop these.

### 2. **INTENT**

- 2.1 All members of staff at Loreto College are expected to help students improve their levels of oracy, reading and writing. This is so that students are better equipped to:
  - explore, articulate and extend their understanding within every subject area;
  - read and write with confidence, fluency and understanding, and
  - contribute successfully to society as adults.

### 3. **IMPLEMENTATION**

- 3.1 Each department is expected to:
  - i) promote oracy by encouraging pupils to listen discerningly to others, to use appropriate English in their oral work, and to broaden their vocabulary;
  - ii) promote reading skills by using the academic reading strategies listed in the pupil planner, and
  - iii) promote writing skills by recognising and rewarding the use of good punctuation, spelling and grammar, by highlighting a selection of any mistakes made, and by providing pupils with an opportunity to correct these mistakes.
- 3.2 Each department also has its own policy providing further specific guidance on the promotion of literacy within the context of the subjects it delivers.

3.3 Staff will receive regular training in the promotion of literacy across the school. Where appropriate, the promotion of literacy may also be a feature of the performance management process.

4. **IMPACT**

4.1 The successful promotion of literacy will be assessed by:

- monitoring the progress of pupils in English language lessons and assessments;
- reviewing promotion of literacy within lesson observations for all subjects, and
- reviewing marking for literacy in work scrutinies for all subjects.