

# **PERRYFIELDS INFANT SCHOOL LITERACY POLICY**



***Helping each other to learn and grow***

At Perryfields Infant School we believe that Literacy is a fundamental life skill.

Children are enabled to express themselves creatively and imaginatively using a wide range of vocabulary. We encourage children to develop as independent, enthusiastic and expressive writers who are able to write in a meaningful way for a variety of purposes. They become enthusiastic readers developing a love of books from a variety of genre. Children gain an understanding of how language works.

## **AIMS**

- To develop children's abilities to listen, speak, read and write for a wide range of purposes.
- To use language to learn and communicate ideas, news and feelings.
- To enable children to express themselves creatively and imaginatively as they become enthusiastic and critical readers of stories, poetry and plays, non-fiction and media texts.
- To ensure children gain an understanding of how language works by looking at its structures and patterns.
- To use their knowledge, skills and understanding in speaking, writing and reading in a range of different situations and across the curriculum.

## **OBJECTIVES**

- To enable children to speak clearly and audibly taking account of their listeners.
- To encourage children to listen with concentration and to be able to identify the main points of what they have heard.
- To write and read for pleasure and enjoyment.
- To enable children to evaluate their own and others' contributions.
- To develop confident, independent readers able to make choices and preferences.
- To encourage children to become enthusiastic and reflective readers.
- To develop the skills to be able to write with accuracy, meaning and imagination.
- To develop the children's ability to plan, draft and edit to improve their work.
- To develop a legible cursive handwriting style.

## **SUBJECT ORGANISATION**

- At Perryfields Infant School we use a variety of teaching styles in order to address different learning styles and a cross-curricular creative approach in literacy. Class teachers plan their literacy using objectives from the National Curriculum and the Chris Quigley 'Essentials' document.
- In the Foundation stage the early learning goals are followed, linked to a termly theme.
- Within each class literacy objectives are clearly differentiated to meet the different needs and abilities of the children.
- Teachers plan in teams to provide exciting and inspirational experiences for the children. Literacy is taught across the curriculum.

## **SPEAKING AND LISTENING**

- From entering school children are encouraged and supported to speak clearly.
- Children are encouraged to develop effective communication skills in readiness for later life.

- Children are provided with many opportunities for speaking and listening through, e.g. group, or class discussions, assemblies, circle time, the class council, whole school productions, visiting performers and speakers.

## **READING AND PHONICS**

- At Perryfields we are fortunate to have a well resourced library where children from all classes are able to borrow both fiction and non-fiction books to read at home. Each term teachers also borrow topic and literacy loans from the School Library Service linked to the year group themes.
- Reading is taught through a cross curricular approach using the 'Power of Reading' project.
- Each class has an author focus and themed book corners.
- Each week opportunities for shared reading, guided reading and independent reading are planned.
- Across the school the 'Letters and Sounds' phonics programme is taught systematically during daily sessions.
- Parents are actively encouraged to support their child's reading. Reading workshops are held to equip parents/carers have the necessary skills to support their children.
- Parents are made aware of their child's reading target (the next step to improve reading) which is stuck into their reading diaries.
- We encourage children to read a variety of material, e.g. comics, atlases, brochures, talking books and internet.

## **WRITING**

- Writing should be taught through a cross curricular approach using the 'Power of Reading' project and foundation subjects as a stimulus. A range of creative teaching approaches are used e.g. speaking and listening, drama, writing in role, reader's theatre etc.
- The children are provided with opportunities to write for a purpose about current, real and first hand experiences.
- We encourage the children to become creative, imaginative and confident, and 'to have a go' at writing.
- Children are taught to self assess and edit and redraft their work.
- Writing experiences are scaffolded through the use of word walls, word books and allowing the children to write for themselves unaided. Across the school unaided writing is encouraged and celebrated.
- Children have regular extended writing sessions each term giving them time to write at length. This extended piece of writing is introduced each term through a whole school writing stimulus.
- In Year 1 and 2 the children have weekly spellings to learn linked to the spelling patterns taught in the classroom.
- In order to assist the children with their spelling and writing there are 'have a go books', word walls, dictionaries and topic words available in all classes.

## **HANDWRITING**

- We encourage the children to take pride in the presentation of their written work and develop a neat and correctly formatted cursive handwriting style.
- In the Foundation Stage children develop their five motor skills. Children are encouraged to practise the correct formation through tracing and copying over letters.
- The upstroke handwriting style is taught across the school. In Year 1 and Year 2 joins are introduced linked to spelling patterns.
- Handwriting is taught on a regular basis. In all the classrooms the correctly formed handwriting style is displayed and modelled by both teachers and learning support assistants.

- In Year 2 the children who show they are able to consistently write with neat, joined and cursive writing are awarded with a pen license.

### **CROSS CURRICULAR LITERACY OPPORTUNITIES**

All teachers plan together creatively to make cross curricular links through a thematic approach. They plan for children to practice and apply the skills, knowledge and understanding acquired through literacy to other areas of the curriculum.

### **ASSESSMENT AND TARGET SETTING**

- Teachers assess children's literacy skills in a variety of contexts.
- Assessment is continuous and teaching is adjusted to address the next learning steps of the children.
- Each term a piece of writing is assessed and kept in the children's progress file.
- Teachers moderate children's writing together as a team each half term. They look at samples of work from the Foundation Stage to Year 2.
- Children's work is regularly marked with comments and targets to help them improve their work, identifying the next steps in their learning.
- Each term children's progress in reading and writing is updated on the target tracker programme.
- Assessment records are maintained to track each child's progress in initial sounds, keywords, reading and writing.

### **INCLUSION**

- We aim to provide for all children so that they achieve their full potential.
- We identify which children or groups of children are under-achieving and take steps to improve their attainment through LSA and SENCO support and interventions
- More able children are identified and suitable challenges provided.

### **EQUAL OPPORTUNITIES**

All children are provided with equal access to the English curriculum. We aim to provide exciting learning opportunities regardless of gender, ethnicity or home background.

### **SMSC**

SMSC is woven throughout the subject of Literacy through our thematic and cross curricular approach to learning. Children use books to support their learning throughout the curriculum including learning about a wide range of different religious and cultural celebrations. Reading and books are very special at Perryfields infants and our library is located centrally in the school and accessible to all each day. In our library we have dual language books, a range of books to suit both genders and a variety of books that represent a rich and diverse range of cultures. Children are taught how to respect and care for books and each class as library monitors. Children's literacy work is celebrated in assemblies and on displays throughout the school.

### **BRITISH VALUES**

National Curriculum subjects are taught in a cross curricular, creative thematic approach. All children are encouraged to learn about working together in pairs and groups and treating others with respect and tolerance, regardless of background and understanding rules within school and society in order to be prepared for life in modern Britain. Lessons, assemblies and the whole school ethos encourage children to learn about decision-making, making informed choices, debating and democracy and many school decision are influenced through the pupils voice which is through the democratic process of the School Council.

## **REVIEW**

This policy will be reviewed according to the policy reviews timetable taking into account national and school based initiatives.

Signed.....

Dated.....