

# Literacy & SSE Action Plan

Ballinrobe Community School

September 2016

Planned Review Date:

May 2017

## Members of Teaching and Learning Team:

Name:

Subject /Programme Area:

*Due to five of the former committee from 2015 being on maternity leave new members have joined the team.*

Lisa Connaughton,	English/Geography
Aisling O'Hara,	Business / RE
Eoin Murphy,	Science
Laura Nestor,	French
Mark Flynn,	Irish
Emily Burke	English/Geography
Liz Kelleher.	Learning Support/Business

## School Self-Evaluation Findings:

Due to the amount of teachers who are on maternity leave the survey planned for the end of the year did not take place. This will be a priority this year.

## Targets for the Academic Year 2016-2017

### Four Targets

#### Past and Future Targets

#### Target 1: Reading

##### 2015 - 2016

- DEAR – Drop everything and read initiative for 1<sup>st</sup> and 2<sup>nd</sup> years.  
The drop everything and read initiative was a success in so far as the students enjoyed and took the exercise serious and it was observed that they looked forward to it. The survey to take place will investigate how students felt about the initiative. It will also investigated if the percentage of students who enjoy reading has increased since last year's survey.
- A letter went out to parents to encourage reading at home
- Teachers were asked to encourage reading aloud in class

## For 2016 -2017

Following a discussion on this we agreed to the following:

- Introduction of regular spelling tests by each teacher for each subject
- A Spelling Bee to take place in the school
- Look at the reopening of the school library – perhaps as a TY project
- Students to carry a book in their bags in the event of a supervision class.
- Laminated sign to be made for each teacher's desk to serve as a reminder. It will contain information such as: Has someone read in your class today?
- A focus, particularly for exam students, on Blooms Taxonomy so students understand what is required of them when answering questions. Teachers also encouraged to use a variety of questioning in class.

## Target 2: Presentation of Material by Students

### For 2016 - 2017

- Students to be encouraged to take pride in their work.
- We would like to see an improvement in students' handwriting and will focus in this over the coming year.
- Junior students should rule margins, include titles in red, date their work. Consistency important here.
- Organised students find it easier to learn. Boys in particular need to be targeted here.
- A strong focus to be placed on the organisation of lockers at one of the induction days for incoming first years. 1st year students are quite disorganised so far this year.
- Laminated sign to be made for each locker area to serve as a reminder to students. It will contain information such as: STOP! Have you got your books and copies for the next 3 classes?
- *A teacher survey will follow to see if there has been an improvement in organisation skills*

## Target 3: Survey

### For 2016 – 2017 (carried forward)

- We surveyed a group of students last year in relation to literacy. We need to find the results of this survey and resurvey the same students to compare results.
- We need to measure the success of keywords for our students.
- We need to measure the success of the DEAR initiative.
- *Student survey will furnish this data*

**For 2016 – 2017 (carried forward)**

**Target 4: Students with Additional Learning Needs**

- A SNIP Literacy programme was developed last year with the help of the TY2 students for five subjects: Home Economics, Geography, Science, History and Business Studies. It is almost complete.

**Tasks to be carried out for the next meeting:**

Spelling BEE	Laura Nestor and Aisling O’Hara (Edel Mullin may also help here)
Signs/Notices for teachers’ desks and locker areas	Emily Burke and Mark Flynn
Survey	Eoin Murphy
SNIP Literacy Programme Copy of Blooms Taxonomy for each teacher	Liz Kelleher

A brief discussion on Literacy took place at the staff meeting which followed:

- The library needs to be opened again by someone with a vision of what the library needs to do. It should not be open for two days a week just for the sake of it.
- DEAR – Drop Everything And Read will take place for all students in 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Year.
- Blathin McWalters will start a Book Club for students.

Our plan is to complete what was set out in last year’s plan and develop it by adding new initiatives.

Target	Action/Task	When	By Whom	Resources	Success Criteria	Review Date
1 To increase the % of students who enjoy reading very much / read for leisure <i>(Percentages will be made available after survey takes place)</i>	Extend Drop Everything and Read continued for 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Year students.	October 2016	Whole School Staff		Student Survey	November 2016 & May 2017
	Students to read aloud more in class	October 2016	Whole School Staff		Teacher Survey	
	Spelling Bee Competition		English teachers			
	Library – reopen, promote	December 2016	Transition Year Coordinator Whole School Staff			May 2017
	Supervised classes – reading classes encouraged at first	October 2016 April/May 2016 January 2016 December 2016	School Staff Literacy Committee Whole School Staff			
(1 (b)) To continue increase expectations in students written work – focusing on spelling, grammar and punctuation, vocabulary and dev. of answers	<ul style="list-style-type: none"> <li>Weekly Spelling Tests</li> <li>Copies to be monitored by teachers – work on presentation</li> <li>More focus on examination language</li> </ul>	January 2016 January 2016 January 2017 January 2017	Introduce to whole school staff in December 2015  Introduce to whole school staff		Teacher Survey	

<p>2. To improve on how students present/organise their work</p>	<ul style="list-style-type: none"> <li>• Improvement of hand-writing</li> <li>• Organising copies and ruling pages</li> <li>• A consistent approach to presenting work (i.e. dating work, using colour)</li> <li>• Student Reminders in lockers to assist them to get organised</li> <li>• Teacher reminder to be developed to get a uniform approach</li> </ul>	<p>October 2016</p> <p>October 2016</p> <p>November 2016</p>	<p>Literacy Committee (See Notes from Meeting above)</p> <p>Literacy Committee</p> <p>Literacy Committee</p>		<p>Compare Work of student (esp. those who find organising difficult.)</p>	
<p>(4) To improve literacy strategies used with ALN students</p>	<ul style="list-style-type: none"> <li>• Create a SNIP literacy programme for junior students under each subject area – taking 5 subjects on an initial pilot basis</li> <li>• Include this in our bank of ALN resources – available to all learning support teachers</li> </ul>	<p>October – December 2016</p> <p>March / April 2017</p>	<p>TY IT class – Liz Kelleher</p> <p>Liz – Learning Support Team</p>			