

SCHOOL NO. 4401 - KATANDRA WEST

Policy Statement: **CURRICULUM**

410 - LITERACY

Responsibility: English Language Co-ordinator & Staff

This Policy was last ratified by School Council in August, 2022.

PURPOSE:

To develop the art of communication.

English encompasses the acquisition of language skills through listening, speaking, writing and reading. Students will be presented with a wide range of experiences and opportunities to use whole language whereby the above language skills will complement language development. Effective language learning occurs when students are immersed in language activities.

GUIDELINES:

- Students are constantly encouraged to acquire the necessary skills to speak with fluency, expression and in an appropriate, acceptable manner.
- Students are encouraged to develop and extend good listening skills.
- Students are encouraged to develop and extend reading skills to achieve understanding and appreciation of text.
- Students are provided with the opportunity to gain and utilise information from various resources.
- Students are encouraged to record their language in written form. They are encouraged to use the appropriate conventions for spelling, grammar and punctuation in their written work.
- Students are encouraged to develop an appreciation of the various forms of literature.
- Students are encouraged to extend their vocabulary and word usage skills with written and spoken activities.
- The outcomes of the Victorian Curriculum will form the basis for each student's program and evaluation.
- Teachers will keep accurate and detailed records on what each student has achieved and what further action is needed to help language development in accordance with Department of Education & Training (DET) Guidelines.
- The Finance Committee will determine the annual budget to be allocated to support English Programs. This will occur in Term 4 of the year prior to expenditure.
- English will be taken on a regular basis at each year level. Our aim is an allocation of 10 hours per week for Literacy whenever possible.
- The Principal, in consultation with School Council, may vary this Policy if circumstances require it.