



**SCHOOL IMPROVEMENT PLAN FOR LITERACY  
AT  
KILLORGLIN COMMUNITY COLLEGE  
SEPTEMBER 2013 TO MAY 2016**

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**Themes: Improvement in functionary Literacy skills& teaching approaches**

<b>Summary of main strengths</b>	<ul style="list-style-type: none"> <li>• The good practices of J.C.S.P are used throughout the school by all teachers and are a focus of teaching &amp; learning.</li> <li>• Attainment in the majority of subjects at both JC and LC is increasing steadily.</li> <li>• The school library has been developed and books are colour coded to reflect different reading abilities.</li> <li>• There is a critical mass of teachers already using comprehension techniques.</li> <li>• There is willingness to share good practice.</li> <li>• Students are getting opportunities to develop oral language (e.gPowerPoints) and many are confident working in pairs and small groups.</li> </ul>
<b>Summary of main areas prioritized for improvement</b>	<ul style="list-style-type: none"> <li>• Teachers to focus on the development of Punctuation editing among all staff and students. (yr 1)</li> <li>• Increased expectations in standards of students' written work across the curriculum. (yr 1)</li> <li>• Increase in self and peer assessment. (yr 1)</li> <li>• Increase the number of students taking higher level in certain subjects for both Junior Certificate and Leaving Certificate. To decrease the numbers taking foundation levels.</li> <li>• To increase the number of students reading for enjoyment (from 33% reading for 30 minutes a day in 2013.)</li> <li>• The development of comprehension, note making and group-work strategies across <b>all</b> subject areas to include at least one on-line tool.</li> <li>• Teachers to reflect on their practice in relation to pair/group work using a rubric designed by the core team.</li> <li>• Student's to self-assess how they work in pairs/groups using a rubric designed by the core team.</li> </ul>
<b>Actions to support implementation of School Improvement Plan</b>	<ul style="list-style-type: none"> <li>• Literacy Punctuation Checklist distributed to each teacher and first year student.</li> <li>• Inclusion of literacy pack in student journal to include (a) editing checklist, (b) "Books I have read column" to be completed by students, (c) Examples of literacy improvement methodologies, (d) Connectives to assist writing skills, (Read, Write Gold).</li> <li>• Inclusion of literacy pack in teacher journal to include (a) Writing editing checklist, (b) Blooms taxonomy to assist teaching strategies, (c) Examples of literacy improvement methodologies, (d) Examination key words.</li> </ul>

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Targets for students with special education needs are outlined in their IEPs

<b>IMPROVEMENT TARGET 1</b> <i>Re: self-assessment of written work</i>	<b>REQUIRED ACTIONS</b>	<b>PERSON/S RESPONSIBLE</b>	<b>MEASURABLE OUTCOMES SUCCESS CRITERIA</b>	<b>TIMEFRAME FOR ACTIONS</b>	<b>REVIEW DATES</b>
<p><b>To reduce the punctuation errors by 5% per class per year</b>                      To increase the number of <b>students who check their work for Punctuation mistakes</b>. The findings from summer tests 2013 for first year pupils showed a punctuation error score of 3.3 out of 5. We would seek to reduce that to 3 by May 2014 to 2.7 by May 2015 and to 2.4 by May 2016.</p>	1. Staff agree on a common writing editing checklist and ensure that students self-edit written work consistently across the curriculum.	All teachers.	An increase in the number of 1 <sup>st</sup> Year students whose punctuation is accurate as measured by survey. Teacher observation of writing to reflect an improvement in standards.	Staff meeting in May 2013.	May 2014/15/16
	2. Writing editing checklist will be incorporated into student diary.	Senior management.	An increase in the number of 1 <sup>st</sup> Year students who use an editing checklist as measured by survey.	Survey to be administered & analysed in September 14/15	September 14/15
	3. A sample of work will be taken from three students from each of the 1st year groups from a range of subjects and analysed against an agreed set of criteria.	Literacy core team.	An increase in the standard of written work as measured by the tracking of sample students from a range of abilities, classes & subjects.	September 13/14/15 Samples will be collected and results of error analysis will be collated & analysed.	September 14/15

<b>IMPROVEMENT TARGET 2</b> <i>Re: attainment in state exams</i>	<b>REQUIRED ACTIONS</b>	<b>PERSON/S RESPONSIBLE</b>	<b>MEASURABLE OUTCOMES SUCCESS CRITERIA</b>	<b>TIMEFRAME FOR ACTIONS</b>	<b>REVIEW DATES</b>
<p>To <b>improve learner outcomes in State Examinations</b> and increase uptake of subjects at higher level. Specific targets are outlined in subject plans</p>	1 Maintenance of a Tracking/ Database of students' entrance level and progress through house exams up to Junior Cycle.	All teachers and students.			Oct 14/15/16
	2. Learning Objectives, Keywords and Homework to be shared at the start of each lesson.			Classroom noticeboards installed with Learning Objectives, Keywords and Homework in each classroom.	Oct 2014
	3. Generate awareness of Blooms Taxonomy through classroom displays and school artwork.			Classroom posters circulated to all classes Sept 2013.	
	4. Enhance students' understanding of key examination words through explicit teaching	All teachers	Understanding of Blooms Taxonomy and key examination words by all students as measured by teacher observation and results in State examinations.		
	5. Staff training in Instructional Leadership		7 members of staff have attended the Barrie Bennett training in Carlow we have shared the ideas so that Teaching and Learning in the entire school is improved.		
	6. Focus on questioning techniques in classroom practice.	Literacy Core Team	An increase in the number of Students who refer to the Key exam verbs in their journal, This will be measured by survey.	September 2014	May 2015
	7. Key examination words included in student journal.				

IMPROVEMENT TARGET 3 <i>Re: reading</i>	REQUIRED ACTIONS	PERSON/S RESPONSIBLE	MEASURABLE OUTCOMES SUCCESS CRITERIA	TIMEFRAME FOR ACTIONS	REVIEW DATES
<p>To increase the amount of time students read for enjoyment each day. Our first year students surveyed on <b>reading for enjoyment in September 2013 showed that 33% read for 30 minutes per day. We aim to increase this from 33% in September 2013 to 38% in September 2014 and from 38% in September 2014 to 43% in September 2015 and from 48% in September 2015 to 53% in September 2016</b></p>	<p>1. Reading for Enjoyment class timetabled for 1st Years, "Book in the Bag" 'Books in the room' for 2<sup>nd</sup> Year &amp; 3<sup>rd</sup> Years. Free classes in junior cycle to be reading classes in the library.</p>	<p>Senior management timetable Reading for Enjoyment class. Students bring in and read their own books. English teachers organize media notice boards and nominate students responsible on a rotational basis.</p>	<p>Increase in the number of students reading for enjoyment as measured by the student survey. At a minimum, maintain the number of students scoring a STen of 4 or more and reduce the number of students scoring a STen of 3 or less in the standardised reading test in 2014/15.</p>	<p>Reading for enjoyment class every week during 2013/14 for current 1<sup>st</sup> years. <i>Read</i> during free classes &amp; <i>DEAR</i> time for current cohort when they are in 2<sup>nd</sup> year in 2014/15. Accelerated Reading Programme for first years. Book reviews in computer class. Review of favourite books to be posted on the Reading Tree in the library.</p>	<p>Updates at staff meetings. Survey administered in October of 2013/14/15 to track progress &amp; analysis of STen in 2014/15.</p>
	<p>2. Create awareness amongst parents in relation to the benefits of reading for enjoyment by administering a parental literacy survey.</p>	<p>Core team conduct survey and liaise with all teachers to analyse the survey as a cross curricular activity and support reading in all subjects.</p>		<p>Information session and survey administered to parents at 1<sup>st</sup> Year parent teacher meeting in Oct. 2014</p>	<p>Parents at PTM 2<sup>nd</sup> Years Feb 15 3<sup>rd</sup> Years Dec 15</p>
	<p>3. Day of Learning for staff with focus on Literacy to be organized as a whole school activity.</p>	<p>Literacy core team to liaise with their relevant departments to organize a day of literacy based activities.</p>	<p>Teacher feedback from the day's activities through class discussion and staff meetings.</p>	<p>Literacy Day will be held in September 2014.</p>	<p>May 2015</p>
	<p>4. English Dept. will purchase different books for the school library based on</p>	<p>English Department &amp; students.</p>	<p>Records of books read in students' journals checked by tutor. Tutors for 1<sup>st</sup> Year are also 1<sup>st</sup> Year English teachers.</p>	<p>Every month in 2013/14/15.</p>	<p>May 2013/14/15</p>

	teacher recommendation and students' preference.		An increase in the number of books read by students as measured by the survey. An increase in the number of students joining & using the public library as measured by the survey.		
	5. 1 <sup>st</sup> Year students will record books read in their journal.	1 <sup>st</sup> Year students record books read in their journal. Class tutor check the students' journals. Parents sign the journals.	Records of books read in students' journals checked by tutor. Tutors for 1 <sup>st</sup> Year are also 1 <sup>st</sup> Year English teachers.	Every month in 2013/14/15.	May 2014/15/16
	6. Subscription to Accelerated Reader purchased for students who find reading difficult.	Learning support teachers. 1st Year students.	Students' forward progression tracked on Accelerated Reader. The number of students scoring STens of less than 3 to be reduced in 2014/15.	During English class once per week during 2013/14/15	May 2014/15/16
	7. Read Write Gold to be used for those students struggling with Literacy.	1 <sup>st</sup> Year teachers 1 <sup>st</sup> Year SEN students  Languages, Science, English, Geography, Humanities & Maths departments can use as a resource also.	An increase in the number of students reading from digital media as measured in the student survey.	From September 2014. Training for staff in August 2014 with Deirdre Madden UCC.	Updates at SEN subject meetings in 2014/15/16
	Paired Reading	First year English teacher	Number of books read. Reviews.	Sept each year, after Parent meeting	May each year.
	8 Oracy and Listening to be encouraged	Students present their work to small groups and class groups	Various school subjects. Also debates and drama and visiting poets, authors and story-tellers	Sept 2014 to June 2016	May 2015 & May 2016
	9 Participation in JCSP make book exhibition	Teachers of J.C.S.P	Students write up a project they were involved in. e.g. Volcanoes	Oct to March each year	Sept 2013 to MAY 2016
	10. Work Stations 1yr	J.C.S.P and English dept	Flashmasteretc testing and re-testing	6 week intensive focus in Sept 2014	Oct 2014