

ST JAMES' CATHOLIC SCHOOL BOARD OF TRUSTEES

READING RECOVERY POLICY

September 2010

RATIONALE

Reading Recovery is an early intervention reading and writing programme, that is tailored to the needs of individual students, with the goal of developing their reading and writing strategies to a level that is comparative to their peers.

PURPOSE

To ensure that Reading Recovery is offered in a fair and equitable manner to those students at St James' Catholic School who have been identified from the Observation Survey as needing additional assistance with their reading and writing.

POLICY STATEMENTS

- All students in the Junior School will be administered the Observation Survey (6 year net) as close as possible to their 6th birthday. Parents and/or caregivers will be informed of the results of this survey, via a letter, and be offered an appointment time to discuss the results with the administering teacher.
- The students with the greatest needs (lowest scores) will be selected for the programme as places become available. If there are no spaces available on the programme, students will be placed on a 'Waiting List'. The student with the greatest need (lowest score) will be offered the first available space. An alternative arrangement may include careful monitoring and very focused teaching in class, with the possibility of Teacher Aide support. In the circumstance where space is available and there are no children requiring reading recovery support, the Reading Recovery Teacher can either:
 - Carry out monitoring of the children previously discontinued from Reading Recovery
 - Provide additional lessons for children who have had absences
 - Select an older child for a series of booster lessons
 - Select a 6 year old with weaknesses in reading or writing who may benefit from a quick boost of additional teaching and support.
- Once a place becomes available, contact will be made with the parents and/or caregivers of the selected student. At this time of consultation, the parents and/or caregivers consent is gained, parental/caregiver input is explained, and the process for keeping the parents/caregivers informed is established.

- The students taken into the programme will be given a half-hour individual lesson each school day. While accelerated progress is expected the Reading Recovery teacher will request colleague and tutor support for children making slower gains.
- The children will be taught using proven teaching methods, in order to fill gaps in knowledge and overcome weaknesses in reading and writing. Marie Clay's Reading Recovery teaching procedures are used.
- Students will be discontinued from Reading Recovery when they have made sufficient progress that enables them to work successfully within the average band in their classroom, measured by a further Observation Survey. In some cases, it may be necessary for students to be "referred out" in consultation with the Reading Recovery Tutor.
- The success of individual students leaving the Reading Recovery Programme will be celebrated by our School.
- Students who have been discontinued from the programme will be initially monitored by the Reading Recovery Teacher and the outcome/progress discussed with the student's classroom teacher. Ongoing monitoring will be performed by the classroom teacher at a minimum of once per term. The Reading Recovery Teacher will collect data from classroom teachers in an ongoing way so that all ex Reading Recovery students are monitored long term.
- The Board of Trustees will ensure that sufficient funding is provided to enable the programme to be successfully administered throughout the school year. They are required to match the Ministry of Education's funding, and in addition must fund the costs associated with the ongoing training needs of the Reading Recovery Teacher, and the costs associated with teacher release.

SPECIAL CHARACTER

The Board of Trustees accepts that the Special Character Values and Philosophy of St. James' Catholic School underpin all Governance and Management Policies and Procedures.

Signed:

Approval Date:.....

Review Team: T. Edwards, C. Cosgrove, L. Te Paiho, D. Pacheco

Next Review: July 2013