



# Literacy Policy

This policy was approved by Cox Green School

on

12<sup>th</sup> May 2026



### Revision History

Version	Areas
1.2	Page 2, Paragraphs 3, 4, 5, 8



## 1. Introduction

### **Be Kind. Be Respectful. Be Determined.**

To support a consistent approach in the delivery of literacy support and whole school literacy, we have identified that an effective and literacy-rich strategy will:

- Show evidence of high expectations in the promotion of reading, writing and oracy within curriculum design and teaching and learning;
- Ensure that tier two and three vocabulary is explicitly taught;
- Provide opportunities for students to develop oracy skills;
- Provide opportunities for students to read a wide range of texts within and outside the curriculum;
- Provide opportunities for students to improve their reading fluency through modelling and reading aloud;
- Include carefully designed research-proven interventions to support students with literacy needs;
- Ensure a rigorous assessment and monitoring system is embedded to measure the progress of students;
- Celebrate and promote wider reading and reading for pleasure across the school;
- Ensure that all students have the necessary literacy skills to achieve success.

## 2. Purpose of Policy

The purpose of this Literacy Policy is to outline the expectations and vision for literacy instruction within our secondary school. Our school recognises that literacy is an essential skill, fundamental to success in both academic and personal settings. Our goal is to promote a love for reading and writing, while also fostering the development of critical thinking and effective communication skills, and to ensure that all students leave Cox Green fully literate.

## 3. Cox Green Literacy Core Principles

### **The Cox Green Curriculum and Classroom: We Teach Literacy at Every Opportunity**

- We explicitly model reading fluency, the decoding of texts and the use of standard English, in both written and oral activities.
- We take every opportunity to explicitly teach tier 2 and 3 vocabulary.
- We develop oracy skills through structured class debates, group discussions and presentations and opportunities to read aloud across the curriculum.
- We encourage wider reading through periodic 'drop everything and read' sessions and enrich our curriculum through wider reading recommendations.
- We promote reading for pleasure and encourage students to read texts aloud to each other throughout the curriculum.
- We effectively adapt our teaching of literacy to support students with specific literacy needs based on current research.
- All staff receive literacy CPD during induction and at various points in the year to ensure that they are equipped with knowledge and skills to adapt.



### **Literacy Support: We Provide Personalised Literacy Interventions**

- Students who join Cox Green are tested on arrival to identify any support they need using CATs data.
- Students identified with scores of 100 and below are further tested using NRG T testing to ensure we provide personalised intervention matched to their needs.
- Students receive specialised support by trained staff: one-to-one, small group, and paired reading interventions using Lexonic Leap, Advanced and McGraw reading boxes are provided, dependent on need.
- Students are periodically tested to monitor student progress and the impact of interventions. Students who do not make expected progress will continue to receive interventions and some will receive the full suite the school offers.
- We employ a specialist trained Literacy Lead to work with our low literacy students to ensure they received high quality and impactful intervention
- The Literacy Lead and SENDCo work closely together to ensure a joined-up strategy to support SEND students.
- Teaching staff and learning coaches are aware of students receiving intervention through the sharing of data: reading ages, scores, and specific literacy levels of need to support adaptive teaching.
- The reading progression of students identified as having a literacy need is continuously monitored and if necessary, additionally supported throughout KS3 and KS4.

### **Wider Reading: We Promote Wider Reading and Celebrate Success**

- Cox Green tutor time reading runs through KS3 to KS4. Tutors utilise research-proven fluency strategies to develop reading fluency skills with their tutees.
- KS3 and KS4 students are exposed to a range of challenging, carefully selected texts which explore diversity, social, moral, and contemporary issues, to build on their cultural capital and develop an enjoyment of reading non-fiction texts.
- KS5 students read a range of texts aimed at developing both reading fluency and critical thinking skills, preparing them for the next steps of their education and career choices.
- Years 7 and 8 engage in the Cox Green incentivised reading challenge throughout the year, run and supported by the English department and our on-site library.
- Reading for pleasure is embedded within the English curriculum, and students across Key stage 3 are given the opportunity to read to read aloud.
- Each year, we promote reading through assemblies, reading and writing competitions, and our annual World Book Day activities.
- We celebrate and encourage reading through rewarding students with achievement points, certificates and prizes.
- All students have the opportunity to be celebrated for their participation in reading across the school, throughout their time at Cox Green.



#### 4. Literacy Whole School Focus

The Literacy Programme is a vital element of the school improvement plan and led by Michelle Burke (Assistant Headteacher). The Literacy Programme includes a Literacy Lead who works with the Senior Leadership Team and its impact.

#### 5. The Literacy Programme is reviewed and judged upon:

- NGRT Standardised score progress.
- Work Reviews
- Quality of Education Walks
- Student Voice
- Progress of disadvantaged/SEND and low prior attainers.

#### 6. Communication of Policy

This policy is published on the school website and the staff intranet.

#### 7. Review of Policy

This policy shall be reviewed every 3 years by the Senior Leadership Team of Cox Green School.

#### 8. Version History

Version	Authorisation	Approval Date	Effective Date	Next Review
1	Cox Green School Leadership Team	14/03/2023	14/03/2023	March 2026
1.1	Cox Green School Leadership Team	12/05/2026	12/05/2026	May 2029