

The Literacy Plan Assessment

WHICH
STEP ARE
YOU UP TO?

Do you have a Whole School Literacy Plan?

Without a plan you are flying blind. There is no vision or actionable steps to work through and towards. There can be no longevity and sustainability in the work you are doing.

STEP
01



Is the plan supported by leadership?

This involves their literal AND symbolic approval that emphasises the value of the plan. The literacy plan goals should be included in the school's improvement plan and leaders understand their role within the plan.

STEP
02

Has the plan been collaboratively designed by the current staff using it?

If staff haven't been actively and authentically involved in the process, it is difficult for them to understand their role within the plan. It also becomes another mandate for them to implement, rather than an opportunity for them to directly benefit their student outcomes.

STEP
03



Is the plan easily accessible, actionable and operational?

Too often Literacy Plans are either printed off and ignored or saved into the vortex of a staff file. Your plan needs to be used consistently, so it should be stored somewhere logical and purposeful. It also needs to be written in a way that staff understand how it applies to them directly.

STEP
04



Are staff using the plan?

The only way your Literacy Plan will work is if staff understand their role within it, and are consistently actioning it everyday. Consistency is everything, but can often be the most difficult thing to maintain. Much of its success is due to good leadership, a strong induction process and a consistent message across the school.

STEP
05

CONGRATULATIONS

Your school Literacy Plan is supported, accessible, actively used and easily accessible to all staff!
This is such an amazing place for you to be as a Literacy Leader! The next step is to then consider what is **IN** the plan and see if it includes all the key elements to make real literacy development in your school.