



**Rossmere
Academy**
ENRICHING EDUCATION

Phonics Policy

Policy Dated:	February 2026
Date of Next Review:	February 2028
Reason for Review/Revision:	As per schedule
Publication Scheme	Sharepoint and School Website
Version	04
Lead	HT

Contents

- RATIONALE..... 3**
- READ WRITE INC. PHONICS 3**
- OUTCOMES FOR CHILDREN ASSESSING AND TRACKING PROGRESS..... 4**
- NARROWING THE GAP AND PUPIL PREMIUM 4**
- QUALITY OF TEACHING, LEARNING AND ASSESSMENT 4**
- ADDITIONAL SUPPORT FOR LOWER-ATTAINING PUPILS LEARNING TO READ 5**
- HOMEWORK 5**
- QUALITY OF TEACHING AND PUPILS' PROGRESS 5**
- PERSONAL DEVELOPMENT, BEHAVIOUR AND WELFARE 6**
- EFFECTIVENESS OF LEADERSHIP AND MANAGEMENT - SHARED VISION..... 6**
- PROFESSIONAL DEVELOPMENT 7**
- PARENTS AND CARERS 7**

Rationale

Our pupils at Rossmere Academy learn to read and write effectively and quickly using the Read Write Inc. Phonics programme. We ensure fidelity to our chosen programme and ensure all staff in school are trained and upskilled accordingly. We are supported by a link mentor from Read, Write, Inc. to ensure our systems are up to date and in line with expectations. We have a designated reading leader and a team of teachers and learning coaches to deliver the programme.

Read Write Inc. Phonics

The programme is for:

- Pupils in Year R to Year 2 who are learning to read and write
- Any pupils in Years 2, 3 and 4 who need to catch up rapidly
- Nursery children as they begin to develop phoneme-grapheme correspondence

In Read Write Inc. Phonics pupils:

- Decode letter-sound correspondences quickly and effortlessly, using their phonic knowledge and skills
- Read common exception words on sight
- Understand what they read
- Read aloud with fluency and expression
- Spell quickly and easily by segmenting the sounds in words
- Acquire good handwriting

In addition, we teach pupils to work effectively with a partner to explain and consolidate what they are learning. This provides the teacher with opportunities to assess learning and to pick up on difficulties, such as pupils' poor articulation, or problems with blending or alphabetic code knowledge. We group pupils homogeneously, according to their progress in reading. In Year R we emphasise the alphabetic code. The pupils rapidly learn sounds and the letter or groups of letters they need to represent them before moving on to learning digraphs 'special friends.' Simple mnemonics help them to grasp this quickly. This is especially useful for pupils at risk of making slower progress, ensuring them to keep up not catch up. This learning is consolidated daily. Pupils have frequent practise in reading high frequency words with irregular spellings – common exception words. We make sure that pupils read books that are closely matched to their increasing knowledge of phonics and the common exception words. This is so that, early on, they experience success and gain confidence that they are readers. Re-reading and discussing these books with the teacher supports their increasingly fluent decoding. Alongside this, the teachers read a wide range of stories, poetry and non-fiction to pupils; they are soon able to read these texts for themselves. Embedding the alphabetic code early means that pupils quickly learn to write simple words and sentences that can be used in their English lesson. We encourage children to compose sentences aloud (oral rehearsal) until they are confident to write independently. We make sure they write regularly as part of their English lesson following their daily phonics. The quality of the vocabulary they use in their writing reflects the language they have heard in books the teacher has read to them; they have also discussed what the words mean. Our aim is for pupils to complete the phonics programme as quickly as possible. The sooner they complete it; the sooner they will be able to choose books to read at their own interest and comprehension level. Following successful completion of our phonics programme, the children progress into Phonics to Fluency lessons and then experience Reading Fluency lessons daily.

Outcomes for children assessing and tracking progress

At the end of the nursery year, we assess all new to reception pupils following Read Write Inc. Phonics using the Entry Assessment. We use this data to assign them to Read Write Inc. Phonics grouping. Following this, all children accessing the programme are individually screened every half term by the reading leader using the RWInc. online assessment tool. This provides a very good indication of how well they are making progress relative to their starting points. We do this for all pupils, whenever they join us, so we can track all of them effectively, including those eligible for pupil premium. For those on the Read Write Inc. Phonics programme, we record their starting date and entry point on the tracker to monitor the rate at which they are making progress. We can also easily identify those who joined the programme later.

We support pupils who have identified special educational needs for however long it takes until they can read. For example, we identify those who are at risk of falling behind their peers immediately – whatever their age. Highly trained staff tutor them using the Read Write Inc. one-to-one tutoring programme in whatever capacity is needed, this could be 1-1 intervention, ‘pinny time’ or keep up groups. This can be highly effective with children new to school, those with English as an additional language or if a child is working below their chronological age. It is our aim that by the end of Key Stage 1, our pupils are able to read aloud age appropriate texts accurately and with sufficient speed, fluency and comprehension. This means that we can focus on developing their comprehension, preparing them well for transition to Key Stage 2. Their good decoding skills mean that they have a sound strategy for decoding unfamiliar words when they come across them at whatever stage or in any subject, even into secondary school.

Narrowing the gap and pupil premium

The Read, Write Inc. programme has been adopted in Rossmere Academy as it has been proven to be very effective in narrowing performance gaps between different groups, both within schools and nationally. It is our aim that the programme will also be effective in terms of the standards of reading and writing at the end of Key Stages 1 and 2. We know from our tracking that our pupils who are eligible for pupil premium have made progress in line with that of our other pupils or are catching up quickly.

Quality of teaching, learning and assessment

The programmes’ ‘cycle of instruction’ means that, after direct instruction and guided practice, the pupils teach another pupil. In this way they all rehearse and consolidate what they have been learning. This helps the pupils to make their understanding clear to themselves and helps the teacher deal with any misconceptions. ‘Partner teaching’ is a key assessment tool. We also use this approach very effectively in other subjects. In Read Write Inc. Phonics, because the pupils are grouped across the school in terms of their reading ability, they are reading at an appropriate decoding level every day. The homogeneous groups in the Phonic lessons help us to focus the teaching and ensure pupils learn to read quickly. Staff teaching Read Write Inc. Phonics record the results from the Assessments 1, 2 and 3, which take place every half term, we have assessment windows throughout the academic year. This data allows us to intervene in different ways. For instance, we quickly move pupils to another group if they are progressing faster than their peers. Those who continue to struggle have one-to-one tutoring so that they keep up rather than catch up. All the pupils are engaged, with a positive impact on their behaviour. They learn to participate fully: we agree with them the rules for working in a group or discussing with a partner. We discourage ‘hands up’ for answering questions because we believe that all pupils should answer every question. The teacher selects pupils to answer. The Read Write Inc. programmes have detailed lesson plans. These give the teachers practical day-to-day guidance, but we work hard to build on these plans so that the lessons are

matched carefully to the needs of their particular group. Every activity is prepared thoroughly and has a clear purpose. The teacher explains this at the beginning so that the pupils understand, during the activity, what they are learning and why.

Additional support for lower-attaining pupils learning to read

Pupils in the 'lowest' attaining group have the widest variety of needs. This is therefore the least homogeneous group. In order to give these pupils the same carefully targeted teaching as all the other groups, some of these pupils have one-to-one tutoring for 10 to 20 minutes up to three times each week, including pinny time in addition to their group session in the morning. This tutoring helps us to meet their individual needs. We have an identified learning coach to deliver the one-to-one tutoring. We call these children our 'Spotlight' children. We also have a bespoke amended and adapted phonics group to support a very small number of children with additional learning needs.

Homework

We provide and support pupils to select appropriate books to take home, depending on what support they might receive at home. All pupils take home books that they have recently read in the Read Write Inc. Phonics lesson, this supports our children who receive limited support from home to access reading independently. This means that they are confident to read at home, even if their parents cannot read with them. Pupils also take home a corresponding book bag book from red to grey as appropriate and stories and nonfiction texts that they cannot yet read for themselves but can be read to them or can be enjoyed by the children through reading/exploring for pleasure. Stories and new vocabulary are explained and discussed so all pupils have access to the books they read.

Quality of teaching and pupils' progress

The headteacher and reading leader monitor pupils' progress together until every child can read. No child is left behind to struggle. We record phase review findings, observations and any subsequent coaching alongside the 'teacher tracker' so that we can see if there is a correlation between the quality of the teaching and the progress pupils make. The practise and coaching map is a working document that is kept by the reading leader to track all support given.

1. The Read Write Inc. 'cycle of instruction' is embedded across the curriculum – MTTT, TTYP. Pupils do not raise their hands to answer questions.
2. Close grouping in Phonics is maintained – pupils are moved on quickly.
3. The purpose of each activity is clear to both teachers and pupils.
4. Planning and marking is thorough.
5. In Phonics, pupils read books at home that closely match their word reading ability.
6. Teaching is monitored thoroughly (see Leadership and Management).

Personal development, behaviour and welfare

Pupils have very positive attitudes to the programme. Their good behaviour and the virtual absence of low-level disruption in lessons contribute to the progress they make. We support this behaviour by using silent signals for gaining their attention, for setting up partner routines, and for managing the way pupils move around the classroom. Everyone uses the same signals. The teachers are encouraged to use these strategies in other lessons, too, so that the approach to behaviour is consistent throughout the day. We believe that the partner work and the homogeneous groupings organised to teach Read Write Inc. Phonics, help the pupils learn to work together. Effective partner work has the benefit of helping pupils to work closely with others – especially those who are not their best friends. Quick bonding activities help new partners to get to know one another. Boys and girls, first and second language learners, assertive and reticent pupils, and pupils of different ages learn to get on together. Pupils are taught the manners and behaviour that are necessary to work with adults and other pupils. Our whole school rules embed throughout all phonics lessons, children are expected to be ready, be safe, be respectful and ultimately be Rossmere. Adults are expected to demonstrate positive attitudes and good manners, and to act as role models for pupils. Praise for hard work and good behaviour is fundamental to pupils' progress. The values of courtesy, consideration and kindness are at the heart of every lesson, taught through the programme and embedded in other lessons. All the staff use the same positive strategies for behaviour management across the school. Working well together, as part of a team, is at the core of the school's work – for staff and pupils.

1. All staff use the management signals consistently in and out of lessons.
2. Praise is fundamental in helping pupils make progress and behave courteously.
3. Staff are consistently kind, considerate to each other and to pupils, they model good behaviour choices.
4. Pupils attend every day, unless poorly.

Effectiveness of leadership and management - Shared vision

The school's shared vision is that every pupil learns to read quickly and continues to read – widely and often. The headteacher works with all the staff to ensure that this happens, in particular, working closely with the reading leader. The role of the reading leader is critical. Alongside the headteacher, the reading leader drives the teaching of Read Write Inc. Phonics.

The reading leader's roles include:

- ensuring that our teaching of reading is of the highest quality and that all our pupils make progress - ensuring pupils in the 'lower progress' group are making good progress and organising one-to-one tutoring for the pupils who need extra support
- keeping the groups homogeneous, i.e. at the same reading level
- providing further training (through masterclasses, coaching/ observation and face-to-face feedback).

She can give this support every day because she does not teach a group herself. Teachers alert the reading leader to any pupil whose progress is faster or slower than the rest of their group. The reading team is made up of a team of good teachers and learning coaches who each teach a group of pupils at the same reading level. Our learning coaches generally teach small groups.

Professional development

A key element of Read Write Inc. is consistent whole-school practice, underpinned by appropriate professional development. The headteacher, all the teachers and learning coaches are trained to teach reading. All staff have attended two-day Phonics training and the trainer has returned to support us on subsequent development days. We hold at least one Development Days every year to ensure we are aware of up-to-date practice. Our reading team meet as and when required to discuss teaching points and areas to develop, time is given for continued professional development meetings half termly. The reading leader is available to meet with staff one-to-one if and as required, this is logged in the practise and coaching map.

Parents and carers

We correspond with our parents through the suggested materials given by Read, Write Inc. Communication is made firstly via class dojo where we share information leaflets supporting the early reading process at home. We support our parents by showing them how to help their child read at home, regular information is shared as and when needed. We would like them to help their children, but we also recognise that some are not well-placed to do this. If they don't, their children won't suffer; it is our job to teach their children to read. We use the resources on virtual classrooms to send recordings home via class dojo and the parent page on the Ruth Miskin Training website:

<http://www.ruthmiskin.com/en/parents/>

We also encourage home participation using the Read, Write Inc. online portal and the materials available to us in school and at home on Oxford Owl. We can assign specific tasks to groups of children and this is done regularly. We also have parents' meetings for Reception and Year 1 to discuss how they can support their children at home, during this time we also share information on the Year 1 Phonics Screening Check.