

Harrison Elementary Writing Policy

Harrison Elementary's school-wide writing program ensures that all members of the school community know their roles in our students' writing development and success. The program consists of a curriculum aligned with state standards, instructional practices, instruction/assessment of communication skills, thinking ahead to the 21st century, professional development for teachers, and administrative support and monitoring.

Communication Skills

Harrison Elementary will incorporate a variety of language resources, technological tools and multiple opportunities for students to develop complex communication skills for a variety of purposes.

- All students will be actively engaged in reading, writing, speaking, listening and observing regularly in classrooms in a variety of forms and contexts across content areas.
- All students will complete a cross-curricular collection of writing samples each year.
- All students will have opportunities for speaking through oral presentation of work and projects.
- Technology will be implemented in the writing process to research, organize, evaluate and communicate information.
 - Students will read and evaluate text electronically and create products for their electronic portfolios.
 - Every classroom will have appropriate technology available for all students.
 - Every teacher will provide students with the opportunity to actively communicate using technology in their subject area.
- Students will engage in real world and creative communication designed to meet Kentucky Core Academic Standards.

Use of Feedback on Writing and Communication

Harrison Elementary teachers will provide descriptive feedback to focus on strengths and weaknesses to all students regarding their writing and communication skills.

- Students will receive descriptive feedback from all classroom teachers on their writing and communication skills to improve student learning.
- Students will receive feedback from peers through conferencing and shared writing.
- Students will have opportunities to use checklists and rubrics to self assess.
- Students will use multiple forms of feedback to reflect on their writing and communication and their progress as communicators.
- Teachers will keep conference logs of their individual student conferences throughout the year.

- Classroom teachers will give students, parents, and SBDM frequent feedback on student progress in writing and communication skills in order to move learning forward.

Review and Instructional Use of Portfolios

Harrison Elementary will require collection of instructional portfolios, whether paper or digital, for all students each year.

- The instructional portfolio will be used as a collection of individual student work that reflects student interests and growth over time and the ability to communicate to a variety of audiences for a variety of purposes.
- Student writing collections will be reviewed in order to collect data to inform instruction based on student need and growth.
- Student writing collections will be reviewed to monitor common grade level and school needs and growth and will be analyzed to inform whole class and whole school instructional strengths and areas of need for the writing program.
- The collection will follow each student through all grades and between schools.
- Students will *provide input regarding* what to include and what to purge to ensure that portfolios maintain a reflection of student growth and student interest.
- Selections in the portfolio collection reflect alignment with Kentucky Core Academic Standards.

Implementation of Writing Program

- Harrison Elementary's Writing Program will be aligned to Kentucky Core Academic Standards.
- All teachers will participate in professional development based on student literacy needs to support the school's writing program.
- Administration and leadership will support and guide literacy instruction based on our writing program and plan.
- The SBDM Council *will review and revise the writing program as determined necessary by the principal in consultation with the Writing Program Committee or as indicated by changes in state or district policy or standards for instruction.*