

Flow Chart Outlining Home Reading Expectations

All pupils will receive a Reading Journal Folder in September. Each pupil is expected to bring this to school each day and take home each evening.



Parents/guardians are expected to read with their child at home daily and record these reading sessions in their Reading Journal once a week. These Reading Journals will be monitored by the pupil's class teacher every Monday.



If a teacher finds that a parent/guardian is not recording reading sessions in their child's Reading Journal, they will write a note in the Reading Journal reminding them of this expectation. If the child has not brought in their Reading Journal, teachers can give a reading slip to the child to take home.



If the teacher continues to find that the parent/guardian is not recording in the child's Reading Journal, they will contact them directly, via an email. As there is no evidence that this child is reading frequently at home, the teacher will ensure that daily one-to-one reading takes place in school with this child and this will be recorded in the Reading Journal in place of the reading that is not occurring at home.



After direct contact with the parent/guardian, if the teacher finds that reading is not occurring at home, they will pass this information onto their Learning Community Lead who will then contact the parent/guardian via a phone call to ensure that this takes place.



Once the Learning Community Lead has been in contact regarding the importance of reading at home, and the Reading Journal is still unsigned, the Head will be informed and they will get in touch to arrange a meeting to explain the importance of daily reading at home.