**Learn to Read**

**Read to Learn**

 **Key Stage 2/3 strand (November 2022 – July 2023)**

**Cluster Workgroup Contact Information**

* Please nominate one colleague from your cluster to co-ordinate completion of this form and return on behalf of the cluster.
* Cluster co-ordinator: Please return 1 completed copy of this form per cluster to nicola.odonnell@derbyshire.gov.uk by 4pm, Friday 30 September 2022.
* Derby Research School and Derbyshire LA will hold work email addresses submitted below for the duration of the programme to support effective administration.
* We will send further programme details invitation to participants and workgroup co-ordinators.
* Each cluster will form a workgroup which will include colleagues from one secondary school and feeder primary schools. As a minimum, each workgroup will include a Key Stage 3 lead from the focus curriculum area and Year 6 teachers from one or more feeder schools. To maximise impact, each school is also invited to send an English lead to support implementation of learning throughout school.
* Please see additional Guidance Notes at the end of this document.

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| Name of cluster co-ordinator | Job role | School | Work email address | Focus curriculum area for your cluster |
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| Name of secondary school | Participant 1 | Participant 2 |
| Name | Job role | Work email address | Name | Job role | Work email address |
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| Name of primary school(s) | Participant 1 | Participant 2 |
| Name | Job role | Work email address | Name | Job role | Work email address |
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**Guidance Notes**

**As a secondary school, we are keen to participate. We have six feeder primary schools. Four schools have indicated to us that they are intending to join the programme this year. The other two schools are not able to do so this year. Can we still take part?**

Yes. Each KS2/3 cluster workgroup must include colleagues from one secondary school and from at least one feeder primary school.

**We are a small primary school. We have a Year 4/5/6 class. Is the programme suitable for us?**

Yes. Cluster collaboration will focus on three elements: curriculum design and sequencing to develop reading skills; pedagogy, pupil transition activity. Pupil transition activity will take place in summer 2023 and will only involve Year 6 pupils. However, development work on curriculum and pedagogy will have a positive impact on all pupils in your class.

**We are a small primary school. It will be challenging for us to release both our Year 6 teacher and our English Lead at the same time. Which colleague should participate if we really cannot commit to releasing two colleagues?**

The focus of the programme is the transition from Year 6 to Year 7. Therefore, the Year 6 teacher must participate. If possible, the primary English Lead should also participate to support implementation of learning throughout school.

**Could our Y3/4 teacher attend instead of our Y5/6 teacher?**

No. The focus of the programme is the transition from Year 6 to Year 7. Therefore, the Year 6 teacher must participate.

**Our Year 5/6 teacher is also our English Lead. Is it OK for this colleague to participate and fulfil both roles?**

Yes. This colleague will be able to fulfil both roles: support implementation of learning throughout school as the English Lead and implement learning in the Year 5/6 classroom.

**One of our participants will be leaving school in March. Can we still join the programme?**

Yes. By signing the School Agreement, the Headteacher agrees to nominate consistent member(s) of staff to participate in the programme. In this instance, the current participant will begin the programme then support the replacement colleague to continue the programme from March onwards.

**Can more than two teachers attend the programme from one school?**

Yes – absolutely. This will support sustainability beyond the project timeline and provide extra capacity in school. The key is consistency, so school will need to be able to release all participants for every session.

**Our lead participant’s role is a job-share. The dates for the programme are spread across both colleagues’ working week. Can we participate in the programme?**

By signing the School Agreement, the Headteacher agrees to nominate consistent member(s) of staff to participate in the programme. This is to enable colleagues to build strong working relationships with other colleagues in the cluster workgroup and to engage in development work during the programme’s timeline. In this instance, it will be important to put plans in place to support effective engagement in the programme.

**The programme flyer indicates that each cluster will focus on developing reading skills in one curriculum area. How should we decide this?**

This is a decision to be made collaboratively between the secondary school and participating primary schools. Choose a subject where reading skills are a barrier to curriculum access and engagement in learning.

If you have queries or would like support to finalise your workgroup, please contact nicola.odonnell@derbyshire.gov.uk or amyford@satrust.com.