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**To: Boards of Management, Principal Teachers and Teaching Staff of Second Level  
Schools and CEOs of ETBs**

**Implementation of the National Literacy and Numeracy Strategy (2011-2020)**

**Circular Letter 42/2015**

## **1. Introduction**

This circular sets out a range of additional measures which are being put in place to further support *Literacy and Numeracy for Learning and Life: The National Strategy to Improve Literacy and Numeracy among Children and Young People, 2011-2020*.

It covers:

- The Education Passport
- Public Libraries' Support for Schools
- Review of the Literacy and Numeracy Strategy

## **2. Education Passport**

With effect from June 2012, and as set out in Circular 25/2012, post-primary principals have been responsible for informing the principal of each primary school of the names of students for whom enrolment in his or her post-primary school has been confirmed.

To date, upon receipt of this information, the principal of each primary school was required (Circular 0056/2011) to send a copy of the end-of-year report card (including the information from standardised tests at sixth class in primary school) to the post-primary school to which a student is transferring.

Circular 27/15 addressed to primary schools provides that, commencing in the academic year 2014/15, a more extensive suite of materials are to be transferred from primary to post-primary schools, known as the Education Passport. The materials aim to support the dual purpose of reporting to parents and of transferring pupil information from primary to post-primary schools. The Education Passport is to be sent to the relevant post-primary school following confirmation of enrolment.

The Education Passport materials have been developed by the National Council for Curriculum and Assessment (NCCA) following an extensive period of engagement with stakeholders.

The Education Passport Materials include

- The standard *6<sup>th</sup> Class Report Card Template* for completion by schools.
- The *My Profile* sheet for completion by pupils in primary schools before being shared with their parents/guardians.
- The *My Child's Profile* sheet for completion by parents/guardians. This should be sent with the *My Profile* sheet to parents/guardians by the end of the second week of June at the latest. Parents may complete the *My Child's Profile* should they wish to do so. The primary school should forward *My Child's Profile*, if completed, along with the pupil's *My Profile* sheet and the 6th Class Report Card to the post-primary school.

For more information about the administration of the Education Passport, schools should refer to the FAQs at [www.ncca.ie/transfer](http://www.ncca.ie/transfer).

### **3. Public Libraries' Support for Schools**

The range of resources and activities provided by public libraries is a rich support to post-primary schools in developing young people's literacy and numeracy skills. By building on existing partnerships between libraries and schools, all post-primary schools can benefit directly from this ongoing engagement whereby relevant resources and services are provided to the school and students by their public library service.

The public library services include: free access to an extensive collection of learning resources in the library branch and online; the provision of learning resources to young people, parents and teachers which are consistent with the school curriculum and the National Literacy and Numeracy Strategy; support for schools in the development of students' reading skills, creativity, imagination, knowledge and enjoyment of reading; provision of expert guidance and a trusted source of access to information of all kinds not only to teachers but also to students.

*A catchment of post-primary schools has been identified for each library branch and listed in a table which is accessible online on the public libraries' website at [www.librariesireland.ie/services-to-schools](http://www.librariesireland.ie/services-to-schools).*

Each partner library branch will provide the services outlined below for each post-primary school and will liaise directly with each school during each school year. In the case of certain schools, some of the services will be provided by the mobile library, school library van or through the library headquarters. Each library service will make contact with the school principal to initiate the service. Each library service will also make contact towards the beginning of each school year and will provide information on the library services and resources available to each school.

**The range of free library services available to post primary schools includes:**

- **Class visits to the library**  
Library branches will accommodate class visits from their partner post-primary school to their library, where practicable. Such visits will be arranged locally in advance.

- **A library card for every teacher**  
Each post-primary teacher in the school will be entitled to receive a teacher's library card, on request, from their partnered library branch. The card will enable the teacher to borrow items for his/her class from the partner library branch and also, if applicable, through the mobile library service.
- **A presentation(s) on the library services**  
Each library service can provide a presentation on their library services to teachers, students or parents, on request, and at a time agreed with the school principal, at the library branch where practicable, or at the school. Schools may be clustered together for this presentation by arrangement, where appropriate.
- **A range of relevant library resources provided**  
The services available to each school include the provision of reading and curriculum support materials, young adult collections and online learning resources.
- **Study spaces available within the library branch**  
Study spaces for students will be available in the partnered library branch where practicable, as well as access to Wi-Fi/Internet.
- **Research and project work**  
The library branch will provide resources and assistance to students and teachers for school project work and research, either within the library branch or electronically, as available.
- **Ongoing support for strengthening young people's reading skills**  
Support will be offered to young people and parents relating to the resources and activities available for the development of students' reading skills and interests.
- **Local History**  
The local studies department of the library service provides access, including online resource access, to a wide range of historical material about the local area, such as maps, photographs, documents and information. This will be made available to schools where requested.

#### **4. Review of the Literacy and Numeracy Strategy**

In view of the outcomes achieved under the National Literacy and Numeracy Strategy to date, a planned review of the Strategy scheduled for 2016 has now been brought forward to 2015. The 2015 interim review of the National Literacy and Numeracy Strategy will give an overview of the successes of the Strategy and highlight where gaps remain and challenges have been identified. It will highlight areas that need to be prioritised in the second half of the lifespan of the Strategy.

Schools are encouraged to consult [www.education.ie](http://www.education.ie) regularly for news of further developments.

**Breda Naughton**  
**Principal Officer**  
**August 2015**