

LITERACY AND NUMERACY TASK FORCE

Terms of Reference

1. The key purpose of the Task Force will be to finalise the revised literacy and numeracy strategy, including targets for the promotion of literacy and numeracy and to ensure effective implementation of the strategy. The Task Force will meet at least three times per year and the life of the Task Force will initially be 2 years. After this time, the role of the Taskforce will be reviewed.
2. The Terms of Reference are to:-
 - a. finalise a vision, strategy and targets for the promotion of literacy and numeracy building the capacity of all students;
 - b. make recommendations in relation to the implementation of the strategy and evaluation thereof;
 - c. report to the Department the effectiveness of the strategy and make recommendations on improvements which could be made. A report to be delivered annually to the Department. The report should comment on progress, actions taken and their impact and include recommendations for any future actions which need to be taken in order to improve standards; and
 - d. to receive and comment on reports from the Department on progress against all agreed actions set out in the Department's response to the PAC report into literacy and numeracy.

Timescale

Finalise the literacy and numeracy strategy for implementation from 1 September 2008 (Year 1). The first annual report should be delivered by 31st December 2008 and yearly thereafter. The report will be presented at a meeting of the Taskforce attended by the Permanent Secretary who will also meet with the Chairman in December/January to discuss progress and any matters of concern. The annual report will be published by the Department around February/March each year. A trial evaluation and recommendation for further development should be completed in Year 2.

Management and Organisation

The Department of Education will provide secretariat support for the Taskforce.

Membership

3. The Task Force will consist of an independent Chair plus a further 6 members drawn from broad constituencies.

DE, DEL and DSD will have Observer status.