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## **Learner Progress Policy**

- Participating learners in the READ Ottawa program are expected to demonstrate improvement in their literacy levels. Improvement will be determined by:
  - Annual reading assessment scores (CASAS)
  - Progress monitoring of learner goals established for sessions
  - Quarterly report updates
  - Consideration of outside variables that may inhibit progress
- The Program Committee will serve as an advisory committee in questionable cases pertaining to learner progress, or one's commitment to the READ Ottawa program.
- Whenever possible, READ Ottawa will offer referrals to suitable, alternative community programs that may be more beneficial to the needs of the learner.

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