

English as an Additional Language (EAL) Policy

OUR SCHOOL PRAYER:

What does the Lord ask of you?

To act justly, to love mercy and to walk humbly with your God.

Micah 6vs.8

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Statement of intent

In our school, our Christian vision shapes all we do. All members of the school community are committed to upholding the St Michael's Church of England Christian values:

- d) to show love, care, and kindness to all in our community
- e) to value what we have and to share with others
- f) to enable everyone to achieve their full potential

In this policy, the term 'English as an Additional Language' (EAL) refers to students whose main language at home is a language other than English.

Students with EAL will face various difficulties throughout their academic life. Students' aptitude for English will vary, but many will face barriers to learning, accessing the curriculum, and reaching their full potential. Students with EAL must learn in and through another language. In addition, they may come from different cultural backgrounds to their peers and face different expectations of language, education, and learning.

This policy has been established to ensure all students with EAL at the school are given the best chance possible to reach their full potential.



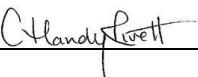
St Michael's Church of England High School aims to:

- welcome the cultural, linguistic, and educational experiences students with EAL contribute to the school
- ensure strategies are in place to support students with EAL
- enable students with EAL to become confident, and to acquire the language skills needed to reach their full academic potential

Our strategic objectives are to:

- provide a welcoming atmosphere for newly arrived students with EAL
- assess the skills and needs of students with EAL
- gather accurate information regarding children's backgrounds, cultures, and abilities
- equip teachers and support staff with the necessary skills, resources, and knowledge to support students with EAL
- use all available resources to raise the attainment of students with EAL
- systematically monitor students' progress, and adapt policies and procedures accordingly
- ensure all children's languages, cultures and identities are represented in classrooms and throughout the school
- maximise opportunities to model the fluent use of English
- ensure students with EAL are acknowledged for their skills in their own languages

Signed by:

 _____	Co-Chair of Governors	Date: <u>08/12/2022</u>
 _____	Co-Chair of Governors	Date: <u>08/12/2022</u>
 _____	Headteacher	Date: <u>08/12/2022</u>

1. Legal framework

1.1 This policy has due regard to legislation and guidance including, but not limited to, the following:

- Childcare Act 2006
- Education Act 2002
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- DfE (2014) 'The Equality Act and schools'
- DfE (2018) 'Promoting the education of looked after children and previously looked after children'
- DfE (2018) 'Equality Act 2010: advice for schools'
- DfE (2018) 'Mental health and wellbeing provision in schools'

1.2 This policy should be read in conjunction with the following school policies:

- Special Educational Needs and Disabilities (SEND) Information
- Supporting Students with Medical Conditions Policy
- Admissions Policy
- CLA Policy
- Anti-bullying Policy
- Child Protection and Safeguarding Policy

2. Roles and responsibilities

2.1 The governing board will have overall responsibility for the implementation of this policy.

2.2 The headteacher will be responsible for:

- ensuring that those who are teaching or working with students with EAL are aware of their needs and have arrangements in place to meet them
- ensuring that teachers monitor and review students' progress during the academic year
- appointing a member of staff to lead on the school's approach to supporting students with EAL
- providing the EAL lead with sufficient administrative support and time away from teaching to enable them to fulfil their responsibilities
- ensuring that procedures and policies for the day-to-day running of the school do not directly or indirectly discriminate against students with EAL
- ensuring that the approach to the curriculum includes how it is made accessible for students with EAL

2.3 The EAL lead will be responsible for:

- the induction of newly arrived students
- conducting initial assessments of students with EAL
- teaching small groups of students with EAL
- liaising with teaching staff on support for students with EAL
- advising on strategies to support and include students with EAL and on ways to differentiate work for students with EAL
- facilitating students' use of first language national examinations
- developing relationships between the school and parents of students with EAL

- securing and providing training to ensure staff development
- acting as consultants to staff on language-related issues and equal opportunity and race equality issues
- ensuring continuity of support and maintaining contact with other professionals involved, as well as parents and students
- working closely with the SENCO to develop individual transition plans tailored to the specific needs of children with additional needs
- working closely with the local authority STEPs centre to provide smooth transition between both education sites

2.4 All staff members will be responsible for:

- ensuring all written work includes the technical requirements of language as well as the meaning
- providing a good model of spoken English
- where possible, using a variety of types of text to explore their subject and through the varied use of English
- ensuring the inclusion of students with EAL in their classrooms
- identifying students with EAL who are experiencing difficulties and ensuring intervening measures are taken to aid the student
- planning activities that aim to ease students' anxieties and make them feel prepared for their next stage of learning

3. Support

3.1 Where a student with EAL is assessed as having little to no English, support will be provided through personalised intervention sessions. These sessions focus on practical, everyday English. During the induction period, the length of time will vary depending on the student's progress; students will still take part in all of the curriculum.

3.3 Other methods of support that the school will provide, include:

- personalised tablet (where possible)
- examination or home language examination
- first language buddy (where possible)
- building confidence through online platform Learning Village

4. Inclusion

4.1 The school utilises a strategy of inclusion, and the positive and effective use of language. The strategy includes the following principles:

- a) There is an understanding throughout the school, for both staff and students, that a limited knowledge of English does not reflect a lack of ability or knowledge. Appreciating a student's ability to speak their own first language is essential for building their confidence and self-esteem.
- b) The language development of students is the responsibility of the entire school community.
- c) Mainstream and support departments will work together to ensure optimal outcomes are achieved.
- d) Diversity will be valued, and classrooms will be socially inclusive.

- e) Teachers will be knowledgeable about students' abilities in English and use their knowledge to inform lesson planning and schemes of work may be rewritten to accommodate low levels of English, whilst maintaining the subject content and level of challenge.
- f) Where large groups of students with EAL speak the same language, the school encourages wider integration to promote inclusion and to improve students' understanding of English.

5. Initial assessments

- 5.1 When students first join the school, they will undertake a timely initial assessment to gauge students' English abilities in an informal manner that does not make the student feel isolated or inferior.
- 5.2 The assessment will be carried out using the form provided in Appendix A, along with the induction flowchart on the process on the intake with new students in Appendix C.
- 5.3 Initial assessments are carried out by the EAL lead, these assessments are shared with heads of departments and kept in the student's school file.
- 5.4 Key stage 4 students complete a curriculum pathway for their option blocks and are dependent on the student's level of English provided in Appendix B.

6. Classroom practice

- 6.1 Teachers have high expectations of all students.
- 6.2 Classroom activities will be matched to student's needs and abilities with visual supports being utilised where possible.
- 6.3 Teachers will consider common misconceptions and language barriers, such as reading '3 x 3', where 'x' is read as the letter and not a function and clarify meanings accordingly.
- 6.4 Where possible, the following practices will be utilised to improve students' literacy:
 - utilisation of the student's first language expertise
 - the provision of writing frames
 - the use of props
 - the use of a tablet
 - the use of a dictionary
- 6.5 Language skills will be developed through:
 - collaborative activities involving spoken communication
 - feedback opportunities and conversations
 - good models provided by peers
- 6.6 Active participation will be encouraged by:
 - grouping students in mixed ability groups to develop language skills
 - 'expert' readers and writers present in each group to provide assistance and model language

- 6.7 Assessment methods will allow students to show what they can do in all curriculum areas.
- 6.8 Prior to any private tuition or one-to-one support, the student is informed of the purpose of the session and the objectives.

7. Access to the curriculum

7.1 The needs of students with EAL are considered by teachers when planning lessons. When planning lessons, teachers will ensure that:

- the language and learning demands of the curriculum are analysed and support is provided
- visual support is utilised to provide greater understanding of key concepts
- there are opportunities for students to use their first language in the classroom
- the support requirements of students with EAL are identified and the support is made available

8. Working with parents

8.1 Liaison with parents is vital to the creation of a strong home and school partnership, which can ensure the development of students with EAL. To aid this partnership, the school will:

- actively seek to put parents at ease by providing a welcoming environment conducive to productive discussions
- provide interpreters for meetings when needed
- ensure the language used in letters to parents is clear and straightforward
- where appropriate, have teachers read through the letter with students before sending the letter home, to ensure the message is clear
- where necessary, ensure translations of school documents are carried out and provided to parents of students with EAL
- encourage parents to attend parents' evenings and participate in school functions
- encourage parents to become involved with homework through shared reading schemes and language-based homework
- plan activities in a way that ensures they do not clash with religious/community commitments

9. Students with SEND

9.1 A child is not regarded to have SEND solely because their home language is different from the language in which they are taught at school.

9.2 A proportion of students with EAL may have one or more types of SEND and it is imperative that this is identified at an early stage. Assessments of SEN of students with EAL will involve EAL specialists along with SEND specialists.

9.3 Where appropriate, the school will arrange an assessment in the child's first language and SEND support will be decided on an individual basis in the manner outlined within the school's Special Educational Needs and Disabilities (SEND) Information.

9.4 The school will ensure that the parents or carers of a student with SEND are not prevented from presenting their views throughout the process and are clearly informed at every stage.

10. Monitoring and review

- 10.1 The headteacher will review this policy on a three-year basis, considering practitioner feedback on the effectiveness of the identified support for transition and in light of changes to the law or statutory guidance, and will make any necessary changes.
- 10.2 The next scheduled review date is December 2025.

Appendix A: First Language Arrival Assessment Form

St Michael's EAL/INA Induction Information

Full name:				
DOB:				
Year Group:				
Country of birth:				
Country of arrival (if applicable):				
Asylum Seeker/FSM application:				
Next of kin:				
Allergies:				
Photo consent:				
Interests:				
Level of English acquisition:				
Language assessment:		Speak (Y/N)	Read (Y/N)	Write (Y/N)
1 st Language				
2 nd Language				
3 rd Language				

Appendix B: Key Stage 4 Curriculum Pathway

Year 10						
Term	Language acquisition A – New to English		Language acquisition C – Developing Confidence		Language acquisition E – Fluent in English	
	Subjects	Tick	Subjects	Tick	Subjects	Tick
Autumn	English		English		English	
	Maths		Maths		Maths	
	Science		Science		Science	
	Triple Science		Triple Science		Triple Science	
	Geography		Geography		Geography	
	German		German		German	
	History		History		History	
	RE		RE		RE	
	Spanish		Spanish		Spanish	
	GCSE Art (Fine Arts)		GCSE Art (Fine Arts)		GCSE Art (Fine Arts)	
	GCSE Art (Textiles)		GCSE Art (Textiles)		GCSE Art (Textiles)	
	BTEC Child Development		BTEC Child Development		BTEC Child Development	
	GCSE Computer Science		GCSE Computer Science		GCSE Computer Science	
	GCSE Dance		GCSE Dance		GCSE Dance	
	GCSE Design Technology		GCSE Design Technology		GCSE Design Technology	
	BTEC Enterprise		BTEC Enterprise		BTEC Enterprise	
	BTEC Health and Social Care		BTEC Health and Social Care		BTEC Health and Social Care	
	Vocational Award in Hospitality and Catering		Vocational Award in Hospitality and Catering		Vocational Award in Hospitality and Catering	
	BTEC IT		BTEC IT		BTEC IT	
	BTEC Music		BTEC Music		BTEC Music	
BTEC Performing Arts		BTEC Performing Arts		BTEC Performing Arts		
BTEC Sport		BTEC Sport		BTEC Sport		

Appendix C: New Arrivals Induction Flowchart

