



MANOR HOUSE SCHOOL

EAL POLICY

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Document History

Version	Comments/amendments	Name	Date
1.0	Version 1	Lyndsey Jeffries	September 2021

Manor House School - Policy for English as an Additional Language (EAL)

This policy is a statement of our school's aims and strategies to ensure that EAL pupil/students fulfil their potential.

Introduction/Mission statement

All pupil/students need to feel safe, accepted and valued in order to learn. For pupil/students who are learning English as an additional language, this includes recognising and valuing their home language and background. As a school, we are aware that bilingualism is a strength and that EAL pupils have a valuable contribution to make. We take a whole school approach, including ethos, curriculum, and education against racism and promoting language awareness.

Aims of Policy

This policy aims to raise awareness of the school's obligations and to support the planning, organisation, teaching and assessment procedures, and the use of resources and strategies to meet the needs of pupil/students who have English as an additional language (EAL) and so to raise pupil/student achievement.

- At Manor House School, EAL pupil/students come from a variety of backgrounds. Some of their families are from well-established communities.
- Many EAL pupil/students are isolated learners and may be the only speaker of their language in their class or at school.
- We recognise that most pupil/students who attend Manor House School are literate in their home language on arrival whereas some may have had no previous formal education.
- We are aware that a proportion of EAL pupil/students may have experienced trauma and this will have an impact on their learning.

Context of school

At Manor House School we are prepared for the referral of any pupil/student with EAL and have provisions in place to gather information on:

- Pupil/students' linguistic background and competence in other language/s
- Pupil/students' previous educational experience
- Pupil/students' family and biographical background

The Head of School has the responsibility for EAL and promoting the Key Principles of additional language acquisition:

- EAL pupil/students are entitled to the full School Curriculum programmes of study and all their teachers have a responsibility for teaching English as well as other subject content.
- Access to learning requires attention to words and meanings embodied in each curriculum area. Meanings and understanding cannot be assumed but must be made explicit.
- Language is central to our identity. Therefore, the home languages of all pupil/students and staff should be recognised and valued. Pupil/students should be encouraged to maintain their home language and use in the school environment wherever possible.
- Although many pupil/students acquire the ability to communicate on a day to day basis in English quite quickly, the level of language needed for academic study is much deeper and more detailed, and can require continuing support.
- Language develops best when used in purposeful contexts across the curriculum.

- The language demands of learning tasks need to be identified and included in planning.
- Teaching and support staff play a crucial role in modelling uses of language.
- Knowledge and skills developed in learning the first language aid the acquisition of additional languages.
- A clear distinction should be made between EAL and Special Educational Needs.

Assessment

- All EAL pupil/students are entitled to assessments as required.
- Staff has regular liaison time to discuss pupil/student progress, needs and targets.
- Progress in the acquisition of English is regularly assessed and monitored.
- Assessment methods are checked for cultural bias and action is taken to remove any that is identified.
- Consideration and sensitivity are given to the appropriateness of testing EAL pupil/students at the earlier stages of English acquisition.
- Targets for EAL pupil/students are appropriate, challenging and reviewed on a regular basis.
- Planning for EAL pupil/students incorporates both curriculum and EAL specific objectives.
- Staff regularly observe, assess and record information about pupil/students' developing use of language.
- When planning the curriculum, staff will take account of the linguistic, cultural and religious backgrounds of families.

Teaching Strategies

- Classroom activities have clear learning objectives and use appropriate materials and support to enable pupil/students to participate in lessons.
- Key language features of each curriculum area, e.g. key vocabulary, uses of language, forms of text, are identified.
- Enhanced opportunities are provided for speaking and listening, including both process and presentational talk, and use made of drama techniques and role play. Pupil/students have access to effective staff and peer models of spoken language.
- Additional visual support is provided, e.g. posters, pictures, photographs, objects, demonstration, and use of gesture.
- Additional verbal support is provided, e.g. repetition, modelling, peer support.
- Use is made of collaborative activities that involve purposeful talk and encourage and support active participation.
- Where possible, learning progression moves from the concrete to the abstract.
- Discussion is provided before, during and after reading and writing activities.
- Scaffolding is provided for language and learning, e.g. talk frames, writing frames.

Materials

Our school will aim to provide appropriate materials such as dual language text books, dictionaries and key word lists. Videos, maps, I.C.T. and story props also give crucial support.

Special Educational Needs and Gifted and Talented Pupil/students

- SEN is identified; EAL pupils have equal access to school's SEN provision.
- If EAL pupil/students are identified as Gifted and Talented, they have equal access to school's provision.

Parental/Community Involvement

School staff strives to encourage parental and community involvement by:

- providing a welcoming induction process for newly arrived pupil/students and their families/carers.
- using plain English and translators and interpreters, where appropriate and available, to ensure good spoken and written communications
- identifying linguistic, cultural and religious background of pupil/students and establishing contact with wider community where possible
- celebrating and acknowledging the achievements of EAL pupil/students in the wider community
- recognising and encouraging the use of first language
- helping parents understand how they can support their children at home, especially by continuing the development of their first language.