

ST EDWARD'S SCHOOL
and
ST EDWARD'S JUNIOR SCHOOL

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) POLICY

The school expects that pupils will normally be fluent in English and reserves the right to reject an applicant because his/her level of English fluency is such that the school judges that he/she would be unable to access the school's curriculum. However, the school may accept applicants without complete English Fluency on condition that their parents/guardians agreed that such pupils have as much additional EAL tuition as the school judges necessary.

1. The Registration Form contains a compulsory section for parents/guardians to record any special needs of the applicant. The Registrar will alert the Head to any such information relevant to English fluency issues at this stage.
2. The school will normally require a statement regarding the current level of English fluency of an applicant whose first language is not English before they take the entrance exam. In appropriate cases, the English section of the entrance exam may be waived or special arrangements may be made for the applicant's entrance exam to take account of the current standard of his/her English fluency.
3. An offer of a place to such an applicant will only be confirmed on receipt of written consent from the parent/guardian to the pupil receiving EAL tuition for which a charge will be made in addition to the normal school fees.
4. An EAL applicant's fluency in English will be further assessed once in the school during English lessons. The school may require such a pupil to have further additional EAL tuition if the pupil fails to make sufficient progress.
5. All staff will be made aware of the presence of EAL pupils in their classes and subject teachers must annotate their pupil records accordingly. A Teacher must take appropriate steps to assist such pupils to access all aspects of a lesson, as far as is practicable with the delivery of the lesson for the whole class and must give consideration to pupils' EAL needs when assessing their work. The teacher must alert the pupil's class teacher if they consider that a pupil's lack of English fluency is such that it is impeding his/her participation in and gaining of benefit from lessons.
6. Should any pupil or parents be dissatisfied with a decision made under this policy, they would utilize the School's Complaint Procedure.

Updated: November 2008
To be reviewed: As appropriate
By whom: Headmaster

Stored in:
Reviewed:

Headmaster's Secretary's Computer