



GIGGLESWICK SCHOOL

English as an Additional Language Policy

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Reviewed by	Deputy Head (Learning)
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1 INTRODUCTION

This policy is a statement of Giggleswick School's ("the School") aims and strategies to ensure that all pupils with English as an additional language (EAL) fulfil their potential.

The School's stated mission is:

"to provide a supportive and stimulating independent education that prepares confident young people for the challenge of the adult world".

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 pupils who have EAL and so to raise pupil achievement.

The School ensures that EAL pupils have the opportunity to learn and make progress and have equal opportunities to access all parts of the curriculum. The pupils are encouraged to have social interaction with English-speaking pupils and to integrate fully into school life.

We value and celebrate bilingualism and multilingualism, as it broadens the mind and the understanding of different cultures. In school, we host a variety of CASE activities such as Mandarin club, Hispanic Culture club and International Film club. We fully support our International Student Committee to organise and deliver international evenings and presentations for the pupils at the Senior School, Prep School and local schools to educate each other about different cultures.

2 THE ROLE OF THE HEAD OF INTERNATIONAL STUDENT SUPPORT (HISS)

The role of the HISS is to support the International Student Lead with welfare needs and cultural integration, but with a particular focus on whole school EAL teaching and learning strategies as well as EAL pupil tracking. The HISS also has an overall responsibility for communication and information management between the admissions team, parents, pupils, academic and pastoral staff and the wider community.

3 THE ROLE OF THE INTERNATIONAL STUDENT LEAD (ISL)

In addition to the academic provision for pupils with English as an Additional Language, the school has an ISL who has a particular responsibility for the welfare of these pupils: to help them learn more about British culture and to be there to help with any queries or problems while at school. The Lead meets with them, when necessary, and arranges trips and social occasions throughout the school year.

4 THE SCHOOL CONTEXT

EAL pupils come from a variety of countries, where some have learned English for a number of years, while others are comparatively new to English. Some EAL pupils may be the only speaker of their language in their class or school. Many pupils come to be educated in English to study in English-speaking universities. Like all pupils in the school, EAL pupils are given appropriate assistance to settle in, e.g. by being 'buddied' with a pupil of the same nationality, or a different nationality with the same interests.

4.1 PROVISION

In all subjects the principal language of instruction is English. The School seeks to meet the needs of pupils whose language is not English by doing the following:

- From September 2024, all new EAL pupils will attend a welcome camp before term starts which includes English lessons, school familiarisation activities and team building activities. The parents, guardians and agents are also invited to meet key members of staff, establish reliable methods of communication and confirm any further SEND or medical needs.
- In September 2022, a new English testing software, Password English, was introduced to establish CEFR levels of new EAL pupils to the School. This ensures suitable setting in English, Science and Maths and provides teaching staff with more accurate language levels. This is completed during the admissions process, but is also closely monitored on arrival.
- Academic progress is monitored half termly using the school reporting system which is tracked by the pupil's tutor, housemaster/mistress and the International Student Support Team.
- One-to-one English lessons are offered if necessary and the more able pupils are encouraged to join mainstream English lessons. In the first instance, this is judged on their Password English score in relation to their age and attainment in Pupil Progress Reports and Assessment Points.
- Sixth formers are given one hour per week of lessons to prepare them for the IELTS qualification.
- Year 10 and Year 11 pupils are prepared for iGCSE English as a second language examination over a one or two-year course. Year 10 and Year 11 pupils are taught for 4 hours per week.
- Year 8-9 pupils are currently taught in separate EAL lessons, 4 hours a week, that are timetabled against mainstream English lessons, to allow the opportunity for pupils to transfer to mainstream English. This is assessed on progress made in Pupil Progress Reports and Assessment Point data.
- Year 7 pupils are currently taught English in mainstream English lessons. However, provisional 1:1 EAL support is timetabled at the same time, if Assessment Point data and Pupil Progress Reports indicate that more support is required.
- Integration is encouraged through activities in house, half-termly events run by the International Student Committee (International Food Festival, Christmas Market, Chinese New Year) and information on cultural traditions shared through Chapel.
- Any concerns are flagged to Senior House Staff (SHS), Tutors, Divisional Heads and supported by the HISS and ISL. 1:1 EAL can be provided, but EAL classes tend to be smaller and tailored to the needs of the pupil. INSET is also provided to help support teaching and learning for EAL speakers (use of technology, cultural awareness, vocabulary lists).

4.2 SPECIAL EDUCATIONAL NEEDS & DISABILITIES (SEND) AND GIFTED & TALENTED PUPILS

Should SEND or More Able Gifted & Talented be identified, EAL pupils have equal access to the School's provision.

4.3 KEY PRINCIPLES OF ADDITIONAL LANGUAGE ACQUISITION

EAL pupils are entitled to the full National 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 pupils and staff should be recognised and valued. Pupils should be encouraged to maintain their home language and use it in the school environment wherever possible.

Although many pupils 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 for many years.

Language develops best when used in purposeful contexts across the curriculum, and when the pupil is able to share that information with an English-speaking pupil.

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 and Disabilities.

5 RESPONSIBILITIES

5.1 SUBJECT TEACHERS

Subject teachers have a responsibility to:

- ensure that EAL pupils have access to key vocabulary lists;
- support EAL pupils by planned differentiation in class;
- attend CPD on digital access tools (Microsoft Immersive Reader, translate tools on live powerpoints, etc.) and trial these with pupils in the class to ensure full access to the curriculum;
- highlight concerns and pass them on to ISL/HISS;
- be aware of any EAL pupils receiving one-to-one English in addition to EAL English lessons;
- regularly observe, assess and record information about pupils' developing use of language; and
- take account of the linguistic, cultural and religious backgrounds of families, when planning the curriculum.

5.2 TEACHING STRATEGIES

- Classroom activities have clear learning objectives and use appropriate materials and support to enable pupils to participate in lessons;
- Key language features of each curriculum area, e.g. key vocabulary, use of language, forms of text, are identified and pre-taught if possible;
- Enhanced opportunities are provided for speaking and listening, including both process and presentational talk, and use made of drama techniques and role play;
- Pupils 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 to 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; and
- Scaffolding is provided for language and learning, e.g. talk frames, writing frames.

5.3 MONITORING BY INTERNATIONAL STUDENT SUPPORT

Once concerns have been passed on to ISL/HISS, academic concerns are passed on Divisional Heads and the Deputy Head (Learning) and any pastoral concerns to SHS and the Head of Learning Support if suitable.

The progress of EAL pupils is monitored by the ISL/HISS using the data available on ISAMS (the school's management information system) and Password English results. This includes grades and comments received for attitude to learning in addition to progress against targets in the subjects that they study.

5.4 PARENTAL INVOLVEMENT

Staff strive to encourage parental involvement by:

- delivering presentations to international parents at Welcome Camp to ensure full understanding of the school's values and ethos;
- welcoming visits to school and attendance at key events throughout the year;
- providing regular updates on a child's progress; and
- using plain English and translators and interpreters, where appropriate and available, to ensure good spoken and written communication.