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| Reviewed on:         | May 2025       |
| Reviewed by:         | Brett Runchman |
| Date of next review: | May 2027       |



# **English as an Additional Language Policy**

**May 2025  
Review May 2027**

## **Introduction/Mission statement**

All students need to feel safe, accepted and valued in order to learn. For students who are learning English as an additional language, this includes recognising and valuing their home language and background. As an organisation, we are aware that bilingualism is a strength and that EAL students have a valuable contribution to make. We take a whole organisation approach, including ethos, curriculum, 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 students who have English as an additional language (EAL) and so to raise student achievement.

EAL students come from a variety of backgrounds. Some are from well established communities while others are new to the language and culture of this country.

- Many EAL students are isolated learners and may be the only speaker of their language in their school.
- Many students have attended school and are literate in their home language on arrival, whereas some may have had no previous formal education.
- Students may have experienced trauma and this will have an impact on their learning.

## **Key Principles of additional language acquisition**

- EAL students are entitled to full curriculum programmes of study including 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 students and staff should be recognised and valued. Students should be encouraged to maintain their home language and use in the school environment wherever possible.
- Although many 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 for up to ten years.
- 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.
- Using translation software such as speech to text and text to text apps.

## **Educational Needs Assessment**

- All EAL students are entitled to assessments as required.
- Staff have regular liaison time to discuss student progress, needs and targets.
- Progress in the acquisition of English is regularly assessed and monitored.
- Consideration and sensitivity are given to the appropriateness of testing EAL students at the earlier stages of English acquisition.

## **Planning, Monitoring and Evaluation**

- Targets for EAL students are appropriate, challenging and reviewed on a regular basis.
- Planning for EAL students incorporates both curriculum and EAL specific objectives.
- Staff regularly observe, assess and record information about students' developing use of language.
- When planning the curriculum, staff 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 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.
- Students have access to effective staff and peer models of spoken language.
- Additional visual support is provided, e.g. posters, pictures, photographs, objects, demonstration, 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.
- Technology will be used where appropriate to aid in learning and understanding.
- Staff will make efforts to learn elements of the student's home language alongside them in order to facilitate relationship building and to demonstrate their appreciation for the student's diverse cultural background.
- Staff are to use speech to text translation software and speech to speech software on IT systems.

## **Materials**

Our organisation will 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 Students**

- Most EAL students needing additional support do not have SEN .
- Should SEN be identified, EAL students have equal access to school's SEN provision.
- If EAL students are identified as Gifted and Talented, they have equal access to school's provision.

## **Parental/Community Involvement**

Staff strive to encourage parental and community involvement by:

- providing a welcoming induction process for newly arrived 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 students and establishing contact with wider community where possible.
- celebrating and acknowledging the achievements of EAL 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.
- Staff are able to use speech to text translation software and applications in meetings and to send letters to home.

Review in 2 years by Director and/or Headteacher.