



## **EAL (English as an Additional Language) Policy**

Leighton Park welcomes students of all nationalities and aims to give both academic and pastoral support to those whose native language is not English so that they can be fully integrated into school life.

### **Aims of department**

The aims of the EAL department are:

- To develop essential English language skills so that students can have equal access to the curriculum and become fully integrated into school life.
- To develop students' confidence to cope with a wide variety of tasks and to become mature, independent learners.
- To assess and monitor progress in language acquisition.
- To celebrate differing cultures of EAL students.
- To assist all academic departments in helping EAL students reach their full potential.
- To prepare students for Cambridge ESOL Exams, such as IELTS.
- To prepare students in Years 10 and 11 for the IGCSE in the Edexcel English as a Second Language.

### **Responsibilities of the Head of EAL**

The Head of Department is responsible for overseeing the implementation of the EAL Policy and for striving to achieve its aims. The Head of Department has HoD status and as such fulfils the requirements as laid out in the HoD job description.

### **Responsibilities of the Teaching Staff**

To support the Head of Department in fulfilling the aims of the department.

### **Admissions and Assessment process**

The Head of Department works closely with Admissions in order to assess prospective students' level of English prior to entry. We aim to admit students whose English is

sufficient to cope with the curriculum which we offer at Leighton Park, including those who will need EAL support once they have arrived.

International applicants are asked to do our online English test ('Password Pupil Knowledge & Writing') and interviewed via Skype. The test is aligned to the Common European Framework of Reference (CEFR). Generally, the following levels of proficiency are expected in order for a student to be able to follow the curriculum without support:

Yr7-9: Password 4-4.5 (CEFR B1)

Yr10-11: Password 5-6.5 (CEFR B2)

L6-U6: Password 6.5-7 (CEFR C1)

If applicants fall short of these levels, particularly in the written part of the test, EAL lessons are recommended.

Once within the school, teachers may also refer students who do not already receive support to the EAL Department for further testing. This is done either by meeting with the EAL Department, or via the EAL Referral form.

Sixth Form entry requirements are under review. It is suggested that applicants should have one of the following:

- GCSE or IGCSE English Language grade 4
- IGCSE English as a Second Language grade 5
- IELTS 5
- First Certificate (FCE) pass

## **EAL Curriculum**

EAL classes are provided for all non-native speakers whose initial assessment shows a need for support. Lessons aim to help students in these main ways: -

- i. To improve the four skills of reading, writing, listening, and speaking, as appropriate.
- ii. To support the students with academic subjects (usually liaising with subject teachers).
- iii. To prepare students for external Cambridge ESOL Exams, such as IELTS in the sixth form.
- iv. To prepare students in Years 10 & 11 for IGCSE English as a Second Language.

### Years 7-11

Classes take part within the mainstream curriculum, in place of Modern Foreign Languages, as follows:

- Year 7            Either 3 or 6 lessons per fortnight
- Year 8            Either 3 or 6 lessons per fortnight
- Year 9            5 lessons per fortnight
- Year 10           5 lessons per fortnight

- Year 11            5 lessons per fortnight

Some students in Years 7-8 with stronger language skills are able to follow one modern foreign language in place of some of the EAL lessons.

The EAL department also provides smaller-than-usual GCSE English classes for international students in Years 10 and 11 in order to give extra support where needed.

### Pre-Sixth

Pre-Sixth students will receive EAL support where necessary, either integrated into the existing Year 11 group where numbers permit, or as a separate group. They also receive 10, rather than 8, English GCSE lessons with the English Department, as a separate group. This allows their needs to be met more effectively.

### Sixth Form

The classes take place in small groups during students' private study periods.

The Sixth form usually have 3 lessons per fortnight. Students prepare for the IELTS exam which they sit in the February/March of their final year. If they achieve the band required for their choice of university, they can cease EAL lessons in order to concentrate on their A levels. However, they are encouraged to continue to attend classes. This way they are able to maintain the development of their language skills which will help them achieve good A level grades as well as preparing them for university.

Recently, lessons have been set up to address specific language needs of sixth-form subject areas. An example of this is the English for Business Studies class

### EAL and SEN

Where there is a concern, the EAL department will liaise with the SENCO to determine whether the concerns are due to limitations in their command of the language or arise from an SEN that would be evident in their first language. After discussion with students and parents, an Educational Psychologist's assessment may be recommended. The cost of this is met by the parents.

### **Monitoring, Reviewing and Evaluation**

Grammar and vocabulary are regularly tested in class. Spoken and listening skills are constantly assessed through classroom oral work and listening exercises. Written work is generally assessed through prep.

The EAL department prepares EAL assessments/examinations in line with the other school departments.

In the Upper Sixth year students prepare for the IELTS examination which provides a well-recognised qualification in English for entry to higher education in the UK.

## **Intervention**

The EAL department will arrange student observations in subject classes where the teacher feels there are particular issues with a student's level of English. This enables the department to ascertain where problems lie in order to give maximum support according to individual needs.

## **Guidance given to Teaching Staff**

The EAL department liaises on a regular basis with other departments and advice is given where individual students are concerned. There is a brief list of issues that all staff should be aware of in circulation ('Top Tips for teaching EAL students'), and the EAL department carries out regular observations of our students in other subject lessons. Regular CPD sessions are also given during Inset.

The use of students' first language (L1) is encouraged in situations in which the students will benefit cognitively; advice to teaching staff closely follows up-to-date research into the use of L1 in education.

## **Pastoral Support**

Leighton Park recognises that students will come from a range of ethnic, cultural and linguistic backgrounds. The students are supported individually according to their exposure to British culture, boarding life and level of English. Each student will be the responsibility of a personal tutor who will monitor their academic progress and take care of their welfare needs. The tutor will work closely with the Head of EAL, Head of Pastoral and Housemaster/Mistress (in the case of boarding). In addition, the EAL department has an open-door policy for students to be able to bring any pastoral issues to our attention.

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