



# OLD BUCKENHAM HALL

*A leading co-educational preparatory school for children aged 2-13 years*

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

**OBHP53**

Policy owner: Head of Learning Success  
Date of issue: September 2019  
Next review due: August 2024

# English as an Additional Language Policy

## Contents:

- 1 – Introduction and Aims
- 2 – Definitions
- 3 – Curriculum and Assessment
- 4 – Additional English 1:1 Support
- 5 –EAL Register
- 6 – Pastoral Care
- 7 –Complaints
- 8 – Monitoring Arrangements

## 1. Introduction – Aims

At Old Buckenham Hall School our aims for our EAL provision are:

- to support and develop student’s abilities to communicate effectively in speech and writing in a language which is not their first language.
- to ensure students are encouraged to take a full and active part in all aspects of school life.
- to help students to undertake their studies in all subject areas successfully

Policy owner: Head of Learning Success  
Date of issue: September 2019  
Next review due: August 2024

- where possible, to support students with subject-specific difficulties relating to EAL status.
- to ensure that any student is given the opportunity, where practicable, to sit appropriate internal examinations alongside their peer group.

At Old Buckenham Hall school all students, including those with EAL, should be supported in appreciating, understanding and displaying British values and cultures. Where a student is acknowledged as EAL, this will continue to be encouraged whilst maintaining an indebtedness to their own culture and language.

## **2. Definitions**

The definition of EAL used within this policy is:

*Where the first language of a student is a language other than English*

The definition of bilingual used within this policy is:

*A person who is fluent in two languages one of which may include English.*

The term International Student is also used within this policy. The definition of an International Student is:

*A student who has crossed a national or territorial border for the purpose of education and is now enrolled outside their country of origin.*

It is recognised that EAL is not a Special Educational Need and EAL students with SEN should be supported under the school SEN Policy.

## **3. Curriculum and Assessment**

At Old Buckenham Hall School we consider the support and inclusion of all students including those registered as EAL of great importance. The Curriculum Policy OBHP07

Policy owner: Head of Learning Success

Date of issue: September 2019

Next review due: August 2024

outlines the school approach to curriculum for all students including those registered as EAL.

The assessment and tracking of progress of students with EAL is the responsibility of their curriculum tutors as is the case with all students in subject sets and teaching groups. All staff are responsible for ensuring they use High Quality Teaching methods to meet the needs of all learners in their care, including those on the EAL register. Further details can be found in the school Assessment, Recording and Reporting Policy OBHP45. Where a child is receiving Additional English 1:1 support this is reported on by a specialist English Language Teacher.

#### **4. Additional English 1:1 Support**

Students who are assessed at the point of admission may have a recommendation of additional 1:1 provision as outlined in the Admissions Policy OBHP02. If a student is offered a place and it is not possible for a taster day assessment to take place, the school will liaise with the student's current school and parents to ensure the correct level of support is provided. Where a programme of additional English Lessons is required these are arranged with the agreement of the parents and charged for accordingly. Additional English Lessons are provided by a qualified member of staff who works under the umbrella of the Learning Success Department. EAL sessions take part during the school day as part of a student's curriculum.

## **5. EAL Register**

The Head of Learning Success maintains and updates the EAL Register and this information is shared with staff through iSAMS. Relevant information is shared with the appropriate staff to ensure the correct level of support and challenge is provided.

## **6. Pastoral Care**

At Old Buckenham Hall School, the pastoral care of all students is taken very seriously. The school has a special interest in the pastoral care of all students and aims to help international students to settle into the school smoothly. Where an international student is also part of the boarding community, their houseparent will prove to be an invaluable support in communicating between school and home as to the well-being of the student. They will also liaise with the student's form tutor to ensure consistency between day and boarding support. International Students are provided with a buddy to support them settling into their new peer group. Where possible, students are given opportunities to share their cultural heritage.

## **7. Complaints about EAL support**

Complaints about the EAL support being received by a child should be made in the first instance to the child's class teacher or the Head of Learning Success. For further information please see the school Complaints Policy OBHP05.

## **8. Monitoring Arrangements**

This policy will be reviewed annually by the Head of Learning Success or when there are changes in legislation or regulations.