



# **PEMBROKE HOUSE**



## **ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) POLICY**

**A whole-school policy including the EYFS**



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## 1. Policy Statement

- EAL stands for English as an Additional Language and a pupil is recorded as having English as an additional language if she/he is exposed to a language at home that is known or believed to be other than English. (DfE 2020)
- This policy is to recognise and meet the needs of pupils who are learning English as an additional language.
- There are many children joining Pembroke House School who come from a variety of linguistic backgrounds and educational experiences. Speaking a language other than English at home can make it challenging for students to access the curriculum. In this policy these pupils are referred to as EAL (English as an Additional Language) pupils.
- EAL support at Pembroke House School is provided through 1:1 tuition in the Learning Support Department, differentiated work in class and immersion in the school's curriculum and the broader life of the school.
- Having a home language other than English is not a 'Learning Difficulty'; however, we do recognise that pupils with EAL may also have SpLD (Specific Learning Difficulty). All pupils for whom English is an additional language, will have access to the full curriculum and the full range of co-curricular activities, on the same basis as all other students.
- For information relating to EYFS pupils please reference the Early Years and Mini Martlet Policy.

## 2. Admission

We follow the school's normal admissions requirements and procedures, collating information from the potential pupil with regards to:

- Country of origin
- Pupil's educational background
- Pupils level of literacy in English

## 3. Policy Aims

- To offer all our EAL pupils the opportunity for equal access to the curriculum, allowing them to overcome any barriers to learning or assessment.
- To welcome and value the cultural and educational experiences an EAL pupil may bring to Pembroke House School.



# Pembroke House EAL Policy

- To support EAL pupils in developing skills and confidence to use a variety of strategies to improve understanding.
- To provide our EAL pupils with a safe, welcoming, nurturing environment where they are accepted, valued, and encouraged to participate.
- To encourage parental support in improving the pupil's attainment across the curriculum.

## 4. Roles and Responsibilities:

There is a collective responsibility held by staff to ensure our EAL pupils have nothing standing in the way of success and learning. The Head of Learning Support, Director of Studies and Heads of Schools are all members of staff who are responsible for coordinating, monitoring and maintaining an overview as to how the EAL pupils are progressing.

At Pembroke House School all teaching staff are responsible for:

- identifying EAL pupils.
- ensuring EAL pupils are integrated into mainstream classes and have full access to the curriculum through differentiated work in planning and lessons if required.
- recognising that EAL pupils will require additional time to process answers.
- considering the way we use language to communicate ideas and ensuring we provide suitable contextual cues for EAL pupils.
- encouraging EAL pupils to participate in all activities at school.
- allowing pupils to use their mother tongue to explore new concepts and ideas.
- ensuring that parents and/or carers are encouraged to support EAL pupils' learning.

## 5. Additional Support for the EAL pupil

- The Learning Support Department will assess the pupil's level of proficiency in English and decide how much additional one-to-one support is necessary for the pupil.
- If this is deemed necessary, then lesson time will be allocated to the pupil which will take place in the Learning Support Department.
- In some instances, lessons with an LS teacher will be supplemented by further sessions and in class support with a TA.

## 6. Exam Access arrangements for EAL pupils

- EAL pupils will be assigned a reader and scribe and 10% extra time in exams if deemed necessary.
- With the agreement of their next school EAL pupils with less than 3 years of English tuition will be given 10% extra time and access to a Bilingual Dictionary (excluding for English Papers) for the Common Entrance exam.

## 7. Registering and Monitoring Progress



- EAL students will be placed on the Learning Support register.
- Individual progress in English will be monitored through regular assessments.
- Regular meetings by Pre Prep, Junior, Middle and Senior school staff ensure that the Head of Learning Support gains feedback on the progress of the EAL pupils in each subject area.

### 8. Linkage to other policies

This Policy is linked to and should be read together with the following policies:

- Learning Support Policy
- Early Years and Mini Martlet Policy