BHBI PRIMARY SCHOOL	Procedure
ESOL	NAG 1

Rationale
- To help learners access the language for learning at school and at the same time, to help them to learn English for social interaction.
- The aim is to gain independence in the school setting.
- To acknowledge the importance of valuing their first culture, language and families.

Purpose
1. To provide a framework for initial and on-going assessment of abilities and needs.
2. To provide support in small groups, or the classroom setting, where the need is greatest and within the limits of available funding.
3. To assist the classroom teacher to meet the needs of ESOL children by providing strategies and resources.
4. To develop a framework for liaison between class teachers, withdrawal staff and the SENCO that will assist in providing for the children.
5. To assist families and parents to become part of the community.
6. To assist students as learners to work independently, at age appropriate level in the classroom.

Process
1. On enrolment parents with guidance will fill out details, with the assistance of a translator if possible, to give clues as to the education needs and abilities.
2. ESOL students will be identified during enrolment and the SENCO notified.
3. Notification will be followed up with a detailed assessment within the first six weeks of the child's enrolment, with the exception of New Entrant students.
4. The class teacher has overall responsibility.
5. Access government funding provide resources and learning opportunities.
6. Consideration will be given to what type of support is needed.
7. The planning for and delivery of the withdrawal programmes will be the responsibility of the SENCO.
8. Provide such withdrawal assistance as is possible and necessary.
9. Classroom teachers in conjunction with the SENCO complete assessment forms in February and July to ascertain funding eligibility.
10. Assessment tools will be used along with informal observations to complete the funding allocation forms.