**Lochaber High Pupils with**

E A L H i g h l a n d

**English as an additional Language**

**Enrolment**

Enrolment to take place by Guidance teachers using EAL Enrolment guidance sheet. Information from the Enrolment put onto SEEMiS and SFL PT informed who will then let SFL team and EAL Teacher know.

**Assessment**

Assessment on level of English takes place as soon as possible by EAL Teacher.

EAL profile created detailing stage of language acquisition and suggested strategies to use in class. SFL PT makes this available to all teachers through the Shared Drive. Subject teachers differentiate accordingly using suggested strategies and others in daily practice.

EAL Profile updated on an annual basis by EAL Teacher.

**Identification of Need for Additional Support**

Pupils can be identified for additional support in a number of ways and should be referred to SFL PT:-

1. Enrolment – showing pupil New to English or other ASN
2. EAL Profile Update – showing little or slow progress in acquisition of English or an aspect of English
3. Subject teacher – concern about individual in class
4. Guidance – concern about individual in school

When receiving concern about pupil, SFL PT will determine the best way to support the pupil either through teacher support, outside agencies, SFL or EAL teacher input. Pupils receiving any support that is above and beyond regular class differentiation will have a Form 1 (or Child Plan depending on the level of need) developed detailing specific support strategies being given and timescale for review. This will be copied to SFL PT who will distribute it to Guidance Teachers, Subject Teachers, SFL team and English Dept for information.