

Policy: English for Speakers of Other Languages (ESOL)

Policy Statement

Jireh Christian School acknowledges and welcomes the presence of students who are English Speakers of Other Languages (ESOL) and endeavours to meet the learning and language needs of these students in the context of specialised ESOL support provided by the ESOL teacher and in-class support provided by the classroom teacher. Staff and the school community (parents and whanau) need to be cognisant of the procedures that are followed when an ESOL student is enrolled at Jireh Christian School.

Procedural Guidelines

- Upon enrolment, orientation will take place with the classroom teacher as per the Staff Manual and Teaching and Learning Guidelines.
- Learning Support staff and classroom teachers will assess all incoming ESOL students before deciding on appropriate additional tuition.
- Classroom organisation and programmes will be adapted to meet the ESOL student's needs, in constant consultation with the Learning Support staff.
- Families are welcome to make an appointment to discuss their child's progress or concerns and be advised of the best ways to support learning at home. An interpreter is made available for parents who speak little English and require assistance understanding their child's progress.
- Selection of learning materials and resources will be at the discretion of the Learning Support staff and the classroom teacher. Materials and resources will be offset against the ESOL budget annually as directed by the Principal and Board of Trustees. Extra financial support could be gained from parents, if it is appropriate.
- The ESOL Department receives annual funding from the Ministry of Education and the school's bulk grant.
- Promoting cultural awareness and understanding for parents/caregivers and staff is highly valued and is an ongoing process. This is supported by hosting cultural dinners, gaining parent voice through surveys within cultural groups, and in-school cultural events. Cultural weeks are a time for parents to come and teach the wider school community about their culture in dance, cuisine, dress, games and customs. Advisors from within the school's own and wider community are just some of the resources available.
- Written reports are sent to parents/caregivers twice a year (Term 2 & Term 4) with the children's progress recorded against ELLPs (English Language Learning Progressions).
- Record keeping is undertaken by the student's classroom teacher, Learning Support Teacher and by the SENCo. Copies of student files are kept in the Administration Office.
- Learning Support staff and classroom teachers can attend relevant professional courses organised through the Principal.
- Should the need arise, the channel of communication that ESOL parents/caregivers should follow is:

ESOL and classroom teacher
Leader of Learning Area
Principal
Chairman of the Board of Trustees

Review schedule: Annually

ADOPTED BY BOARD OF TRUSTEES

Date 7th August 2018

Chairperson **G Budler**

Reviewed Date 6th August 2019

Chairperson **M Causley**

Reviewed Date 3rd August 2021

Chairperson **M Causley**