

1. INTRODUCTION

- 1.1 Tudor Hall accepts a small number of pupils whose first language is not English and undertakes to support these pupils as they improve their spoken and written English and their reading and listening skills to facilitate access to the Tudor Hall curriculum.
- 1.2 In addition, each year, Tudor Hall accepts a small number of pupils for a limited period (usually one academic year) principally to improve their proficiency in English and experience immersion in an English boarding environment.
- 1.3 All pupils with a first language other than English are required to conduct their daily lives using English whilst at Tudor Hall, whenever they are with native English speakers to improve their understanding of the English Language. Pupils would not be expected to converse in their first language in any public situation.
- 1.4 Although English as an Additional Language (EAL) at Tudor Hall falls under the aegis of the Learning Support Department for administrative and budgetary purposes, the school follows the *'Children and Families Act' 2014*, according to which, children must not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

2. ACCESS ARRANGEMENTS: PUBLIC EXMINATIONS

- 2.1 The school follows JCQ regulations governing access arrangements for EAL candidates in public examinations. The school provides, if available in a pupil's first language, a bilingual translation dictionary. In exceptional circumstances, following JCQ regulations, a pupil may be permitted extra time, up to a maximum of 10% for the sole purpose of dictionary use. The EAL teacher and Head of Learning Support will inform the examinations officer of the access arrangements for each pupil.
- 2.2 The school may be able to assess for a special educational need if a pupil's first language is not English or request an assessment from an independent expert. If an assessment of a special educational need has been completed in a pupil's home country the school will request a translation of this and apply access arrangements recommended therein.

3. AIMS OF ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) TUITION

- To provide language support for those pupils with EAL who otherwise would struggle to access curriculum subjects;
- To help pupils to extend their vocabulary and to improve use of standard grammar and sentence structure;
- To support pupils in Years IV and V to enable them to follow GCSE programmes of study;
- To prepare pupils for PET or Cambridge First Certificate examinations if requested;
- To help pupils in VI Form to become more familiar with the grammatical and syntactical conventions of academic writing and typical vocabulary; and
- To prepare sixth form pupils for IELTS or equivalent tests if required to enable them to study at UK universities.

4. ENTRY PROCEDURE

- 4.1 Any prospective pupil whose first language is not English must provide evidence of their ability in English. This evidence should include a report from the pupil's current school.

- 4.2 Pupils with EAL are required to complete the school's entrance assessment in Maths and a specialised assessment in English designed for pupils with English as an additional language.
- 4.3 If the pupil cannot be assessed by Tudor Hall or by an agent known to Tudor Hall, it may be necessary for the pupil to travel to a test centre designated by Tudor Hall.
- 4.4 The pupil's level of English and their ability to access the Tudor Hall curriculum and co-curriculum and play a full part in boarding life will help determine whether a place is offered at Tudor Hall.
- 4.5 It is assumed that a pupil entering VI Form to study will have a level of English that enables them to meet the course demands and this will be determined from their subject-specific entrance papers. The school reserves the right to advise pupils on subject choices. Where the level of English required for a subject is deemed to be too demanding for an individual pupil another option will be suggested.
- 4.6 If a place at the school is offered and accepted, the pupil will be interviewed by the EAL co-ordinator and following this, parents/guardians will be advised of the number of specialist EAL lessons that will be required.
- 4.7 The number of lessons needed and offered may be subject to change, dependant on the pupil's rate of progress.

5. CHARGING POLICIES FOR EAL TUITION

- 5.1 Key personnel:
 - 5.1.1. At point of entry: Admissions, EAL Coordinator.
 - 5.1.2. Ongoing monitoring of provision: EAL Coordinator, Head of Learning Support, Head of VI Form as appropriate and Deputy Head.
 - 5.1.3. For charging purposes, the Learning Support department will provide Bursary with clear list of lessons to be charged to parents each term.
- 5.2 Once an offer of a place has been accepted, the EAL coordinator may recommend a bespoke preparation for learning package for the pupil using the Tudor Hall EAL Online platform. Parents/guardians must agree to use of this programme at a cost of £48 for 12-months access if required to facilitate access to the curriculum on arrival.
- 5.3 The number of lessons will be agreed by the EAL coordinator and Head of Learning Support, and provision will be overseen by the Deputy Head
- 5.4 Parents should be informed in writing (or email) of charges.

6. ADAPTED CURRICULUM FOR PUPILS WITH EAL

- 6.1 In line with Tudor Hall's '*Curriculum Policy*', adaptations may be made for pupils with EAL. This could include but is not limited to:
 - 5.1.4. EAL lessons or additional study time in place of MFL or Latin lessons at Key Stage 3.
 - 5.1.5. A reduction in the number of GCSEs to allow for EAL lessons or additional study time.

7. TUDOR HALL STUDY ABROAD PROGRAMME

- 7.1 In addition to welcoming pupils to complete their education at Tudor Hall, the school also welcomes a small number of international students for a short stay. This immersion in boarding school education, typically for one year, boosts each pupil's English through specialised EAL teaching and lessons, co-curricular and social activities alongside native English speakers.

8. FEES 2024-2025

- 8.1 English as an additional language tuition is predominantly provided on a one-to-one basis with specialist teaching that is beyond our normal curriculum. To that end EAL teaching is charged at a competitive rate on top of the regular fee structure, with costs dependent upon the amount or level of support required. As noted earlier, this requirement will be assessed before arrival at Tudor Hall and reviewed regularly.
- 8.2 Individual lessons will be charged at £55 per session.
- 8.3 All fees are reviewed on an annual basis.

9. PARENT INFORMATION

- 9.1 Parents will be told before entry whether pupils are likely to need EAL lessons and will be required to complete the '*English as an Additional Language Parental Consent Form*' (attached as **Appendix 1**) before entry.
- 9.2 It will be explained that if a pupil's academic achievement and ability to access the Tudor Hall curriculum is held back by their level of English, there is no option but to agree to these extra lessons.

Approved by Deputy Head (Academic): September 2022

Approved by Education & Welfare Committee: 19th October 2022

Reviewed by Bursar: August 2024