
Purpose/Background

Alberta continues to experience an influx of immigrants from a variety of countries and contexts from around the world. In many cases, the children whom we are receiving are not proficient in English. Programming is critical in helping English language learners participate fully in Alberta's Early Childhood Services (ECS) to Grade 12 education system, complete high school and become productive and contributing members of Canadian society. Rocky View Schools is committed to meeting the diverse learning needs of all of our students in an inclusive environment. "Inclusion is not just about learners with disabilities or exceptionalities. It is an attitude and approach that embraces diversity and learner differences, and promotes genuine equality of opportunities for all learners in Alberta." (Guide to Education, 2017, p. 35)

The Rocky View Schools English Language Learners (ELL) Practice Guide has been developed specifically to provide principals and teachers with direction and support for learners and to build consistency across the jurisdiction with intake, assessment, programming, coding, tracking and reporting of students who are English language learners.

Procedures

The Jurisdiction will:

1. Develop, keep current and implement written procedures consistent with provincial policy and procedures for:
 - (1) curriculum and instruction; and
 - (2) receiving, assessing, placing, monitoring and evaluating English language learners.
2. Make available appropriate English language instruction to meet the needs of all their resident students. This responsibility entails:
 - (1) the identification and linguistic assessment of students who require English as a second language supports; and
 - (2) the provision of special assistance, including
 - i. the development, implementation and assessment of appropriate instructional programs and curricular guidelines for grades 1 to 12, in which attention is given to the linguistic, cultural and academic needs of students,
 - ii. courses or parts of courses and instructional materials as prescribed, authorized or approved by the Minister under section 39(1)(a), (b) and (d) of the *Act*, and
 - iii. priority being placed on assistance that encourages the rapid integration of students into the school and community environment.

The Superintendent will:

1. Supervise the operation of schools and the provision of English as a Second Language education programs for the English language learners in the jurisdiction.
2. Ensure students have the opportunity in the jurisdiction to meet the standards of education set by the minister.

The Principal will:

1. Ensure comprehensive registration for English language learners with language and/or interpretation supports as necessary, including completion of the standard Student Registration form (AF301A).
2. Ensure provision of an orientation to the school for the student and/or family as part of the registration process.
3. Broker external supports (e.g. Calgary Catholic Immigrant Services) for the student and/or family if deemed necessary.
4. Ensure coding of students as per Alberta Education Guidelines (see Practice Guide).
5. Ensure the practices outlined in the English Language Learners Practice Guide are utilized with respect to intake, assessment, coding, programming, tracking and reporting of learners.
6. Ensure a current benchmark assessment is on file annually.
7. Monitor the programming provided for English language learners.

The Teacher will:

1. Take responsibility for supporting students' language development regardless of the subject matter and grade level.
2. Adhere to the Rocky View Schools English Language Learners Practice Guide to support the English language learners.
3. Employ cultural and linguistic sensitivity, particularly with respect to English language learners.
4. Utilize the provincial benchmarks to assess student skills to properly program for learning.
5. Provide differentiated learning activities and opportunities that support language development for all students.
6. Consult with the RVS Specialist for English language learning or a member of the Literacy Team to attain programming assistance as required.
7. Access school, community, jurisdiction and provincial resources to support language learning.

References

School Act Sections 8, 9, 18, 20, 39, 60, 61, and 113
Teaching Quality Standards/Leadership Quality Standards
[Funding Manual for School Authorities](#)
[Guide to Education ECS to Grade 12, 2017](#)
[ESL Guide to Implementation 2007 \(K-9\) Alberta Education](#)
[RVS English Language Learners Practice Guide 2017](#)