

## Administrative Procedure 211

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### ENGLISH AS A SECOND LANGUAGE

#### Background

English as a Second Language (ESL) programming is designed to provide specialized service to young Albertans, newly arrived in Canada and children of Alberta residents who are not fluent in English. The ESL program is designed to be transitional in nature with the intent to integrate the student into the regular school program at the earliest possible opportunity.

The Division supports the provision of English as a Second Language programming for students requiring assistance with the acquisition of basic English language skills.

#### Procedures

1. Eligibility for the program shall be determined by a student's linguistic, cultural and academic needs.
2. The program may vary in length and intensity depending on the student's needs.
3. The program shall follow the policies, guidelines and procedures established by Alberta Education.
4. Program availability within the Division will be determined annually based upon:  
The number of students requiring the program;  
The availability of appropriate facilities and qualified staff;  
Program costs; and  
Other factors considered relevant by the Division.
5. Each year principals will identify and code students requiring ESL instruction.
6. If the establishment of an ESL program is required, the Superintendent in consultation with school-based staff will initiate a program to meet those needs.
7. Written parental approval is required before students are registered in an ESL program.

Reference: Section 8, 9, 60, 61, 113, School Act  
Policy 1.5.1 – English as a Second Language  
Funding Manual for School Authorities

