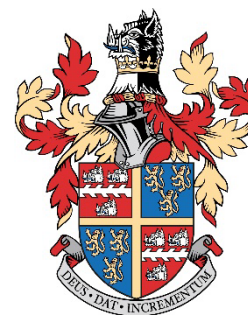


From the EAL Department  
**CORINNE CLUGSTON**  
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**TONBRIDGE  
SCHOOL**

30 August 2024

Dear Parent

### **English Proficiency Questionnaire**

You may be aware that research into the educational progress of schoolchildren shows that proficiency in the English language is one of the most important factors in academic success in the UK, and indeed entrance to university in this country is dependent on a good score in the English Language GCSE examination. In order to help all Tonbridge School pupils maximise their academic progress, we therefore assess the English proficiency level of all new boys on arrival to the School.

This is done in several ways: firstly, and very importantly, we ask you to ensure that your son completes [this survey](#) as accurately and fully as possible; secondly, the English Department will be monitoring spelling, grammar and punctuation carefully, particularly over the first term and reporting back to the Learning Strategies Department as necessary; and thirdly, the Learning Strategies Department will invite for a chat any boy who is referred to us by subject teachers or whose proficiency level in samples of work we have seen suggests that it would be worth exploring the possibility that he might benefit from a little extra support to raise his English level to the required standard to do well in his public examinations.

After the initial assessment period, those boys who we decide would in fact benefit from ongoing support will be invited to one-to-one Learning Strategies lessons at intervals varying according to need. Within the Learning Strategies team there are also EAL specialists who are experienced in meeting the specific needs of EAL students. The term 'EAL' (English as an Additional Language) is used to describe the diverse group of learners who speak English as well as another language in daily life. In England, such learners are defined by the Department for Education as those who have been 'exposed to a language at home that is other than English'. It can be seen from this definition that it included all levels of proficiency in English from beginner level to completely fluent: hence our need to assess each boy on arrival into the School, as most will not need any extra help from Learning Strategies/EAL staff.

We are committed to offering your son any individually tailored support that he may need to access the academic curriculum and achieve his full potential/. Please therefore check that your son fills in the survey by the end of Wednesday 4 September so that we can begin the process of assessment as soon as possible at the start of term.

Thank you for your help. If you have any questions about this process of English assessment, please do not hesitate to get in touch.

With kind regards,

Corinne Clugston  
EAL Department

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