

Administrative Procedures Manual	Administrative Procedure 211
	English as an Additional Language
	APPROVED: September 2013
Page 1 of 1	AMENDED/REVIEWED: May 2025, February 2024, October 2023, September 2019
LEGAL REFERENCE:	Section 3, 11, 17, 18, 197 Education Act Funding Manual for School Authorities Guide to Education ECS to Grade 12

Background

The Division supports the provision of English as an Additional Language (EAL) programming to students both recently arrived in Canada or Canadian born. The goal is to provide necessary supports to enable students to communicate fluently in English to complete their education.

Guidelines

1. The Alberta Education EAL coding system categorizes EAL students in three ways:
 - 1.1 301- Foreign-born students whose first language is not English and who require English language support.
 - 1.2 302- International students who require English language support (unfunded).
 - 1.3 303- Canadian born students who first language is not English and who require English language support.

2. Implementation of an appropriate instructional program in which attention is given to the linguistic, cultural, and academic needs of the student.

3. EAL programming and supports shall be provided in accordance with the Alberta Education Program of Studies and appropriate learning and teaching resources.

4. Principals shall ensure English as Additional Language (EAL) programming:
 - 4.1 comply with Alberta Education Policy 1.5.1- EAL, as well as current regulations defining eligibility;
 - 4.2 ensure students are coded according to Alberta Education regulations;
 - 4.3 ensure maintenance of EAL data and record keeping as required by Alberta Education;
 - 4.3.1 language acquisition is assessed using the [Alberta K-12 EAL Proficiency Benchmarks 2.0](#)
 - 4.3.2 the minimum annual requirement is the assessment of one strand listening, speaking, reading or writing along with supporting evidence - see [EAL](#) information on the Division Staff Portal
 - 4.3.3 benchmarks and supporting evidence must be uploaded to the digital student record and be accessible for audits according to Alberta Education deadlines, which can be found in the [GPPSD Coordinated Classroom Assessment Schedule](#).