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| **ETHNIC MINORITY & TRAVELLER ACHIEVEMENT SERVICE** **BOOKING FORM FOR WARWICKSHIRE SCHOOLS**For EAL Support from 1st April 2019 to 31st March 2020 |
| **Name of School:** |  | **FOR OFFICE USE ONLY:**  |
| **Contact Name:** |  | **Tel No:**  |
| **Date of request:** |  |
| **Name of Pupil/s** **(if applicable)** |  | **DOB****(if applicable)** |  | **Year group** **(if applicable)** |  |
| **School Admission Date (if applicable)** |  | **UPN No.****(if applicable)** |  |
| **Home Language****(if applicable)** |  | **UK Arrival Date****(if applicable)** |  |
| **Services (ALL PRICES INCLUDE VAT)** | **Full Day** | **Half Day** |
| **Individual Assessment for EAL pupil*****Funded Offer for Local Authority Maintained Schools for EAL pupils within 6 months of their arrival to UK*** |  | £310.00 |
|  **Individual Assessment for EAL/SEN pupil** | £417.00 |  |
|  **EAL Intervention Programmes:*** EAL specialist teacher
* EAL intervention specialist
 | £310.00£187.00 | **am** | **pm** |
| £183.00£106.00 | £140.00£ 87.00 |
|  **Curriculum Advice & Support** | £310.00 | £183.00 | £140.00 |
|  **Twilight EAL Training** |  | £298.00 |
|  **Specialist EAL Training** | £328.00 | £165.00 |
|  **Bilingual Services** *(Minimum 2 hours)* | £53.00 per hour |
| ***(please specify your requirements, including number of days/half days)*** | **Cost** |
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|  **TOTAL COST:** |  |
| **Signed By:-** |  |
| **EMTAS contacts:** Business Support – EMTAS (Ethnic Minority & Traveller Achievement Service), Education & Learning Business Unit, Communities Directorate, Saltisford Office Park, Ansell Way, Warwick, CV34 4UL**Telephone:** 01926 476600**Email:** emtasadmin@warwickshire.gov.uk Visit us at [www.warwickshire.gov.uk/wes](http://www.warwickshire.gov.uk/wes) ***EMTAS reserves the right to amend the date of an event or cancel it in exceptional circumstances***   |

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To see how we use your personal data and what your information rights are, please read our overall customer privacy notice at [www.warwickshire.gov.uk/privacy](http://www.warwickshire.gov.uk/privacy) which includes the contact details if you have a complaint about your information rights. For general enquiries, contact Warwickshire County Council customer services on 01926 410410".

Ethnic Minority Traveller Achievement Service (EMTAS) (01926) 476600

emtasadmin@warwickshire.gov.uk or visit us at [www.warwickshire.gov.uk/wes](http://www.warwickshire.gov.uk/wes)

**DESCRIPTION OF SERVICE**

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| **Services** | **Description** |
| **Individual** **Assessment for****EAL pupil** | Analysis of pupil’s language needs includes:-* Parental meeting to obtain background

Information.* Classroom observation.
* One to one assessment.
* Full report identifying current language levels, targets and next steps.
* Advice on EAL teaching and learning

strategies |
| **Individual** **Assessment Process for****EAL/SEN pupil** | Analysis of pupil’s language, learning and social/emotional needs. |
| **EAL Intervention****Programmes** | Specialist works directly with EAL pupil(s) and class team |
| **Curriculum Advice & Support** | 1:1 support for teachers’ planning for EAL, development of skills through modelling, support & guidance, advice & guidance for EAL Co-ordinators. |
| **Twilight EAL Training** | EAL training is bespoke and can be delivered to a cluster of schools.Cost includes preparation time and materials |
| **Bilingual Services** | * Facilitating and developing quality home-school liaison
* Multi-agency approach
* GCSE first language oral exams in
* Polish and Portuguese
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