

Proper procedures for enrolling the ELL.

- The only required documents for admission are the proofs of immunization and a local address.

Identification of Students

- Administer the Home Language Survey for all students and file the results in each student's permanent record
- Assess English language proficiency of possible ELLs (if one of the answers to the three required questions on the Home Language Survey is not English)

Assessment and Placement of ELL Students

- Assess identified ELLs for instructional needs (achievement levels, native language proficiency)
- Place students in appropriate ESL instructional program to learn English