

LOCATION	INTERNATIONAL COLLEGE SPAIN, MADRID
JOB TITLE	ENGLISH AS A SECOND LANGUAGE TEACHER FOR PRIMARY SCHOOL
JOB PURPOSE	Responsible through the ESL Programme Coordinator to the Head of Primary School for provision of language support to students in need of additional assistance accessing mainstream curriculum.
REPORTING TO	ESL COORDINATOR (PRIMARY)
DIRECT REPORTS	ESL Primary teachers
KEY RELATIONSHIPS	Grade Level Teachers, Head of Learning Support, PYP Coordinators

The ESL Teacher has overall responsibility for:

1. General responsibilities

- Planning and delivery of individual and class based language teaching and support for second language learners unable to access the mainstream curriculum.
- Design, together with colleagues within the ESL department resources and units of study
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2. Specific responsibilities

Students

- Reinforce and support students in accessing the language and content in their subject areas
- Facilitate together with the Grade Teachers the social and academic integration into a new school.
- Assist with individual testing upon entry into ESL programme and at the end of the school year, or as necessary, in order to identify when the student is considered ready to exit ESL support and join the mainstream curriculum

Teachers

- Report back progress to the relevant Grade Teacher and the Head of ESL on any individual educational plan involving ESL
- Liaise and support relevant classroom/subject teachers.
- Monitor students' progress and entrance/exit to the ESL programme and discuss the practice and strategy implications of the results with teachers.
- Attend team meetings with other ESL teaching colleagues within the Section on a regular basis.

Parents

- Suggest ways to reinforce second language learning at home.
- Maintain an on-going communication with parents regarding progress and provision of periodic written progress reports.