

Guide for new schools



Introduction

Jacari is an innovative student charity that matches student tutors with young people aged 6-16 who are at risk of not achieving their full potential due to having English as an additional language (EAL). Our student volunteers spend an hour per week helping pupils to develop their language skills and general confidence. This one-to-one support has been proven to improve academic performance and raise children's confidence outside the classroom. Jacari has been a registered charity in Oxford since 2004, and we currently work with over 130 pupils from 16 partner schools.

Who do we help?

We work with schools who have a high number of EAL pupils and pupils who receive free school meals. Schools refer those who are struggling in the classroom for reasons related to their English language ability. Many of these will be recent arrivals to the UK.

How do we help?

Jacari meets this need by recruiting volunteers from Oxford's universities and training them to become tutors. The Jacari Coordinator allocates a volunteer tutor to each child. During university term time, each volunteer commits to tutor their pupil for at least one hour per week for one year.



Jacari lessons

Our volunteers tailor their lessons to the specific needs of the pupil, based on information provided by schools. Lessons may include reading practice, homework help, language games, vocabulary building, writing tasks, and understanding the language of maths. We place an emphasis on sessions being enjoyable, and encourage our tutors to plan fun and interactive lessons.

Jacari lessons usually take place in the child's home, in order to build a relationship between the tutor and the pupil's family. However, we can arrange for lessons to take place in school if there is a particular need, for example if a particular pupil lives far away from the school.



Jacari volunteers

Our volunteers are all current students at either the University of Oxford or Oxford Brookes. They study a wide range of subjects and sign up for Jacari for a variety of reasons, such as wanting to gain experience of teaching or wanting to become more involved with the community.

Volunteers are briefed on safeguarding and basic teaching skills before they begin. The Jacari Coordinator supports volunteers through workshops, training and advice on lessons. Tutors can access a well-stocked resource library. All of our volunteers undergo an enhanced UK DBS check, and volunteers who have lived overseas undergo additional safeguarding checks.

Trips and enrichment

Jacari also organises fun educational events and outings for Jacari pupils and their families, helping the pupils and volunteers to get to know each other better and providing pupils with opportunities to visit places of interest in Oxford. Previously, Jacari pupils have visited the Natural History Museum, the Oxford Ice Rink, the Oxford Playhouse, and more! Trips are free of charge to families.



Advantages for your school

- Additional academic help for EAL children whose parents may be unable to support their learning at home
- Positive role models for pupils in need of a confidence boost
- Access to engaged, capable volunteers with an enthusiasm for working with young people.
- An additional avenue for engaging families who are sometimes considered 'hard to reach'

"The pupils with tutors engage in education more, are better behaved and have higher aspirations. There is a real sense of pride amongst them as well."

Your commitment to Jacari:

We ask that schools select a staff member to act as '**Jacari School Contact**' and oversee the tutoring scheme.

The Jacari School Contact must:

- Ensure referral forms are carefully completed for each pupil, detailing their needs and background
- Meet with the Coordinator at least twice per year to provide an update on pupils that we work with
- Be available to be contacted by email or telephone throughout the year to respond to queries relating to tutoring, such as assistance contacting families
- Keep the Coordinator informed of changes to children's circumstances, especially relating to safeguarding, and school news



Jacari's commitment to schools

- A member of Jacari staff will be designated as your point of contact and will support the Jacari School Contact throughout the process
- Regular updates on tutoring will be provided.
- We will aim to match all pupils referred with a tutor for a minimum of one academic year.

Further details of how the partnership will work can be found in our School Partnership Agreement.

The referral process

1. A pupil is selected for referral by the Jacari School contact or a class teacher, after consulting our **Pupil Selection Policy**.
2. The Jacari School contact explains the Jacari scheme to the parents/carers using our **Parents' Leaflet** and confirms they wish to have a Jacari tutor.
3. The parent/carer signs the **Parental Consent Form** and provides up-to-date contact details and pupil information.
4. The Jacari school contact completes the **Referral Form**, sometimes in collaboration with other staff, providing information about the pupil's academic needs.
5. The **Referral Form** is sent to the Jacari Coordinator and the pupil is added to Jacari's waiting list.
6. When a volunteer becomes available, the Jacari Coordinator matches the pupil with a volunteer tutor.
7. The volunteer, pupil and parent/carer may be invited to a **'Meet and greet'** session at the school, to provide an opportunity for all stakeholders to meet each other and arrange the first lesson.

If you have any questions, don't hesitate to get in touch by emailing oxford@jacari.org or calling 01865 264 167.

