

9.3 ELL Audit Compliance: Audit Checklist for 1701

- ELL Program Flag in place in MyEd before September 30th
- ELL Student File (Yellow File) in place at student's school
(Yellow file with full student's, name, MyEd BC number, DOB)
- ELL Annual Instruction Plan (AIP) completed in MyEd prior to September 30th - including ELL Specialist involvement and in class accommodation Plan
- ELL Annual Instruction Plan (AIP) **printed and placed** in ELL Student File prior to September 30th
- Copy of assessment of English Language Proficiency across all domains (reading, writing, speaking, listening) in ELL Student File prior to September 30th
- Copy of support schedule with an ELL Specialist Teacher, in school ELL Student File documenting student's ELL services in ELL Student File
- Documentation in ELL Student File that the student has received ELL services from an ELL Specialist Teacher prior to September 30th of that school year
- Copies of ELL progress reports in ELL Student File for each scheduled reporting period
- Copies of letter to parents identifying student for the ELL program in ELL Student File

For additional information, please see:

- [BC ELL Standards](#)
- [BC ELL Policy Guidelines](#)



- *9.1 English Language Learner Program Overview*
- *9.4 ELL Program FAQ*
- *9.5 ELL Progress Report Template*
- *Form1701: Student Data Collection*

Prepared By: _____ Date: _____

Approved By: _____ Date: _____