



A charity and a company limited by guarantee

# ANNUAL GENERAL MEETING

11<sup>TH</sup> NOVEMBER 2023

REGISTERED ADDRESS

Eastway Enterprise Centre | 7 Paynes Park | Hitchin | Herts | SG5 1EH

NALDIC is a Registered Charity and Company Limited by Guarantee, registered in England and Wales  
Charity Registration No: 1110570 | Company Registration No 5159760

[www.naldic.org.uk](http://www.naldic.org.uk)

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# STRUCTURE, GOVERNANCE & MANAGEMENT

## GOVERNING DOCUMENT

Dating back to 1992, NALDIC (National Association for Language Development in the Curriculum) is the UK's national subject association for EAL. We are a charity and company limited by guarantee, registered with the Charities Commission on 26<sup>th</sup> July 2005 and Companies House on 21<sup>st</sup> May 2005. NALDIC is governed by its Memorandum and Articles of Association.

## TRUSTEES / DIRECTORS

NALDIC has 9 member-elected Trustees of the charity, who are also Directors of the company. The Board of Trustees / Directors, supported by co-opted experts, make up the Executive Committee.

Trustees / Directors are currently elected as follows:

- A call for nominations is circulated, with a role description, to members. To be put forward as a nominee, you must be a current member of NALDIC both at the time of nomination and any subsequent elections.
- The proposer and seconder must also be current members of NALDIC.
- If more nominations are received than positions, a vote of the membership will be held prior to the next Annual General Meeting (AGM).
- The candidates with the most votes will be put forward for ratification at the AGM.
- The Board appoints elected trustees / directors to roles within the organisation, including the Chair.

1/3 of trustees / directors, normally the three who have been the longest serving in their current term, must retire annually. Their term can be renewed upon re-election. The Board can also directly appoint trustees / directors throughout the year to fill any vacancies until the next election.

## COMMITTEES & TEAMS

Responsibility for the management and strategic running of NALDIC lies with member-elected Board of Trustees / Directors, who lead the organisation with support from appointed co-opted members, as part of the NALDIC Executive, and part-time staff. Various aspects of NALDIC's work are also devolved to two teams which consist of Executive Committee members as well as subcommittee co-optees:

- Events and Training
- Publications

## REFERENCE & ADMINISTRATIVE DETAILS 2022-23

**CHARITY / COMPANY NAME** National Association for Language Development In the Curriculum  
**CHARITY REGISTRATION NO** 1110570  
**COMPANY REGISTRATION NO** 5159760

### REGISTERED ADDRESS

Eastway Enterprise Centre | 7 Paynes Park | Hitchin | Herts | SG5 1EH

### TELEPHONE

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### E-MAIL

enquiries@naldic.org.uk

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## EXECUTIVE COMMITTEE

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### TRUSTEES / DIRECTORS

Yvonne Foley	Chair; Events Team Lead; Accredited Courses Lead
Christina Richardson	Vice-Chair; Editor, <i>EAL Journal</i>
Nandhaka Pieris	Company Secretary
Paul Butcher	Treasurer
Tracey Costley	
Naomi Flynn	Training Lead
Cate Hamilton	Conference Chair
Constant Leung	Publications Team Lead; Policy and Advocacy Lead
Leandro Paladino	Deputy Editor, <i>EAL Journal</i>

### CO-OPTED MEMBERS

Lee Allan	Webmaster & Operations Coordinator
Anna Czebiolko	Membership Deputy Lead
Eowyn Crisfield	SIGs Coordinator
Dianne Excell	RIGs Coordinator; Yorkshire & the Humber RIG Convenor
Fazana Farook	Conference Editor, <i>EAL Journal</i>
Rachel Knowles	Deputy Editor, <i>EAL Journal</i>
Fiona Ranson	Deputy Editor, <i>EAL Journal</i>
Susan Stewart	SIGs & Conference Deputy Lead
Sally Zacharias	Membership

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## TEAMS

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### EVENTS & TRAINING

### PUBLICATIONS

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## STAFF

Lee Allan	Webmaster & Operations Coordinator
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## NOTICE OF ANNUAL GENERAL MEETING 2023

NALDIC's Annual General Meeting will be held during our 31<sup>st</sup> Annual Conference at the following time and location:

**Saturday, 11th November 2023 | at the end of #naldic31**

**Locations: University of Gloucestershire in Cheltenham &**

<https://us06web.zoom.us/j/82408901583?pwd=kR6UIwLZ8zzpaDu7jRNYVM1kZDmbCk.1>

## AGENDA

The agenda is as follows:

1. Apologies
2. Minutes of the AGM 2022
3. Annual report to members from the NALDIC Executive
4. Approval of Annual Accounts & Examiner's Report
5. NALDIC's future priorities and direction
6. Election or re-election of Trustees
7. Any other business

## MINUTES OF THE NALDIC ANNUAL GENERAL MEETING

Saturday, November 19th November 2022

Online (Zoom), 16:20 – 17:00

- 1. Apologies:** None Received. 36 Participants.
- 2. The minutes** of the previous AGM were circulated and were **agreed as an accurate record**. There were no matters arising.
- 3. Annual Report:** Yvonne Foley, the NALDIC Chair, briefly outlined the report.

### Our aims for 2022-2023:

- to build capacity in the executive committee to become a more effective organisation by:
  - increasing the numbers of co-optees with specific roles/responsibilities
  - increasing participation from the membership to contribute to sub-committees and projects
- to develop publication materials which offer NALDIC position statements on key issues
- to develop and implement more training and CPD-oriented events for NALDIC members and beyond
- to enhance our role as advocates for EAL learners and teachers

These aims will be kept under review and will be amended in the light of any emerging issues and changes in the educational landscape.

### 4. Approval of Finance Report:

- The Treasurer, Paul Butcher, presented NALDIC's annual accounts via video. Membership income has increased this year. We have a slight surplus this year (we have had a slight shortfall for the past couple of years) Our main expenditures have been on administration and *EAL Journal*. These were circulated prior to the meeting and included in the AGM pack.
- There were also comments on these in the Annual Report to members, included in the AGM pack.

**The accounts were approved by the members.**

- 5. NALDIC's future priorities and direction:** Our priorities for 2022-23 will be set at the first meeting of the new Trustees / Directors and revisited as necessary throughout the year. We will be looking at how to bring more members and external partners into our work in order to have a collaborative voice within the field.
- 6. Election or re-election of Executive Committee members:**

According to NALDIC's Articles and Memorandum of Association three members of the Executive Committee must either retire or seek re-election each year and nominations must be sought for vacant committee positions. The three Trustees who retired in November 2022 were Hamish Chalmers (Vice-Chair), Constant

## Minutes of the NALDIC AGM 2022

Leung (Chair of Publications Committee) and Naomi Flynn (Chair of Events Committee). We received three nominations for the three vacant posts – Constant Leung, Naomi Flynn and Leandro Paladino (currently Deputy Editor, EAL Journal). **The recommendation from the Exec to appoint all three was put to the meeting and carried.** Officer roles will be agreed at the next executive meeting in December.

Victoria Murphy's retirement at AGM 2021 created an additional casual vacancy out of sync with our three-year cycle. In accordance with our governing documents, the Board fills that position on an annual basis by direct election. Lisa-Maria Müller was elected to that position for 2021 and retired at AGM 2022. We are seeking applications for the post for 2022/23.

It was noted that two members had suggested in the chat that they would like to be more involved with supporting NALDIC's work. The procedures for nomination/expressing interest in co-option to our committees was outlined. Further nominations/expressions of interest were invited.

### 7. Any other business:

Could an award be set up to honour 'movers and shakers' within the EAL world? This is something for NALDIC to consider in the future. Set criteria would need to be created.

## The NALDIC Executive Annual Report to Members 2023 11<sup>th</sup> November 2022

NALDIC's Board of Trustees/Directors, aims, objectives and activities run between our Annual General Meetings, held in November each year.

### NALDIC's key priorities are:

**Priority 1: To continue to develop the professional field of EAL**

**Priority 2: To develop NALDIC's advocacy role on behalf of EAL/Bilingual learners and their teachers**

**Priority 3: To continue to define and develop effective provision for EAL learners and the role of languages in learning**

**Priority 4: To promote the role of bilingualism in education**

**Priority 5: To sustain NALDIC's role through investigating and developing new organisational models**

This annual report outlines the activities that have been undertaken during the year to address our priorities and key aims and describes the progress made in maintaining support for all working in the field of EAL.

### NALDIC's aims:

From December 2022, NALDIC's stated aims for 2022-2023 were to:

1. to build capacity in the executive committee to become a more effective organisation by:
  - a. restructuring NALDIC's committees into teams with smaller subgroups for specific activities
  - b. increasing the numbers of co-optees with specific roles/responsibilities
  - c. increasing participation from the membership to contribute to sub-committees and projects
2. to develop publication materials which offer NALDIC position statements on key issues
3. to develop and implement more training and CPD-oriented events for NALDIC members and beyond
4. to enhance our role as advocates for EAL learners and teachers

### Priority 1: To continue to develop the professional field of EAL

**Expected outcomes: the continued promotion and awareness raising of EAL as a specialist curriculum subject area; of EAL as a distinctive pedagogic practice; and of the role of EAL specialist teachers and teaching assistants**

Our reporting year started with NALDIC 30, our third online conference which was a celebration of 3 decades of working collaboratively with practitioners, academics and policy makers to support multilingualism and raise the achievement of EAL learners. At the heart of this 30th-anniversary conference, we engaged in discussions around how language is at the centre of every classroom interaction, and that supporting multilingualism is not just for EAL specialists: every teacher is a language teacher. What does this look like? What do practitioners in the field have to tell us? What does research tell us? The Conference Report can be found in [EAL Journal Issue 20](#), and delegates can find the videos and resources from the day [here](#).



Our **Regional Interest Groups** have had another active year, with 14 online meetings held by RIGs around the country. Meetings focused on wide ranging topics such as: Creative Arts Approaches to Language Teaching; EAL and SEND; Assessment; Multilingual pupils and literacy learning; Supporting advanced EAL learners; Empowering EAL Families, Refugee & Asylum Voices; Literary Multilingualism; Supporting language development out of the classroom; Bridging the gap: Enriching students with primary language & EAL techniques; Current educational challenges; and Balancing the needs of EAL learners through adaptive teaching and scaffolding. Although most meetings are virtual, the North East RIG have continued to hold blended (face-to-face and online) events.

We are extremely grateful to Dianne Excell, our RIGs Coordinator; Nandhaka Pieris, our Secretary; and Lee Allan, our Webmaster who supported the RIG Zoom meetings; and all our convenors for their commitment to keeping our valued network going in a variety of ways through such challenging times.

Eowyn Crisfield and Susan Stewart, our SIGs Coordinator and Deputy-Coordinator, have continued to oversee the continuing development of our SIG network comprising the longstanding International Schools and Independent Schools SIGs, as well as newer EAL Coordinators, Early Years, and Newcomer and Refugee SIGs. Themes this year have included: Assessing EAL/ESL/ELL students' English language proficiency; Nurseries of Sanctuary; Culturally inclusive practices in the classroom; Navigating Post-Covid Challenges; Promoting and celebrating first language and using it to support learning; Building Bridges with Books: Enhancing EAL Learning in Early Years; Working with families; Every teacher is a language teacher: reality or elusive desired state; findings on the language practices and attitudes of Early Years professionals and bilingual African parents living in the UK.

All details of NALDIC's RIGs and SIGs can be found on our [website](#) including contact details and [dates](#) of previous and upcoming meetings.

We continue with our InstaLives this year. We had shorts from Frank Monaghan, Moira Brazil, Jean Conteh reflecting on the history and future of NALDIC; They can be viewed on [Instagram](#) or on [YouTube](#).

NALDIC has continued to be represented by committee members at a variety of external networks and events, including those run by the Chartered College of Teaching (CCT), Inside Government, BAISIS (the British Association of Independent Schools with International Students), BSA (the Boarding Schools Association), Inside Government. Members can view them [here](#).

This year, we have partnered with organisations including the University of Reading and the University of Edinburgh. Next year, we hope to be able to share some exciting new print and other media publications as well as training opportunities that we have been developing.

## **Priority 2: To develop NALDIC's advocacy role on behalf of EAL/Bilingual learners and those working in the EAL field**

**Expected outcomes: Equitable provision for EAL learners.**

Our Executive Committee members have represented NALDIC at events for policymakers, educators and researchers across the UK.

## **Priority 3: To continue to define and develop effective provision for EAL learners and the role of languages in learning**

**National Association for Language Development in the Curriculum**

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**Expected outcomes: Effective EAL pedagogy is made explicit and continues to be developed and disseminated.**

Three issues of *EAL Journal* have been published this year on the themes of *Sanctuary: More than a warm welcome*; *Every teacher is a language teacher: Voices from the NALDIC 30 conference*; and *Accountability: Who is looking out for EAL learners?*

Three of these have included NALDIC Policy Position statements. With the first statement, NALDIC discussed *Sanctuary in schools: teaching and learning spaces as living dynamic contexts*. The second statement discussed *Every teacher is a language teacher: reality or an elusive desired state?* The third statement considered Reinterpreting curricula and challenging discourses of accountability. Members can access [electronic versions](#) of all issue of *EAL Journal* on the NALDIC website.

The [NALDIC Blog](#) (formerly *EAL Journal blog*) continued with the series “Thirty Years of NALDIC” with two more posts “*Thirty years of NALDIC: the work of RIG & SIG groups*” and “*Thirty years of NALDIC: refugees and asylum-seeking children*”. EAL Leads Anna Czebiolko and Lois Ashcroft shared their experience in “*The EAL Coordinator role: five top tips*”; Tazreen Kassim-Lowe wrote about “*Maths teachers as Language teachers*”. Lois Ashcroft shared her school’s experience as “*A Place of Refuge and Safety: welcoming children from Ukraine*”; Anna Czebiolko also discussed “*Improving parental engagement with the Multilingual Website project*” and “*Unlocking the Benefits of EAL CPD for Staff*”; Carmen Silvestri explored “*International Mother Language Day: a reflection on language and diversity in the UK census*”; and Dianne Excell reported on RIG meetings.

We are in the process of relaunching our partnership with the Chartered College of Teaching for a series of CPD webinars for NALDIC and CCT members about EAL. You can watch all of our previous joint webinars [here](#).

Over the past year, a small group of volunteers have responded to hundreds of enquiries from both members and non-members of the organisation. Many of those enquiries have come from the UK but NALDIC also receives an increasing number of enquiries from areas outside the UK, covering a variety of issues related to EAL provision, resources, professional learning and development.

NALDIC’s online forum, [EAL-Bilingual](#), continues to be a generous group through which practitioners and experts from a range of different contexts share information and resources. A great deal of practical and professional information is communicated through this forum which is particularly important for those working with little or no support. The group currently has 779 members.

#### **Priority 4: To promote the role of bilingualism in education**

**Expected outcomes: An enhanced awareness and increased knowledge about the value of bilingualism to bilingual learners’ academic achievement.**

Our [EAL Journal](#) publication has been proactive in terms of highlighting the promotion of bilingualism and use of first language as a tool for learning. In addition, members of NALDIC’s Committees have represented NALDIC at teaching and learning, education policy and research events throughout the year. NALDIC has also supported a number of research projects this year.

## Priority 5: To sustain NALDIC's role through investigating and developing new organisational models

**Expected outcomes: NALDIC administration is perceived to be more responsive to members and contributes to an enhanced strategic role for NALDIC**

In line with NALDIC's Articles and Memorandum of Association, one third of NALDIC Trustees retire annually and elections are held for the vacancies. The three Trustees who retired in November 2022 were Hamish Chalmers (Vice-Chair), Constant Leung (Chair of Publications Committee) and Naomi Flynn (Chair of Events Committee). We received three nominations for the three vacant posts – Constant Leung, Naomi Flynn and Leandro Paladino (currently Deputy Editor, *EAL Journal*). The AGM voted to elect all three.

Victoria Murphy's retirement at AGM 2021 created an additional casual vacancy out of sync with our three-year cycle. In accordance with our governing documents, the Board fills that position on an annual basis by direct election. Lisa-Maria Müller was elected to that position for 2021 and retired at AGM 2022. Cate Hamilton was appointed to that position for 2022.

We have worked to build NALDIC's capacity this year in order to become a more effective organisation. We have increased the number of elected and co-opted committee members with specific roles/responsibilities and expanded our committees by drawing on the vast experience of our membership. Susan Stewart, who joined the NALDIC Executive just before AGM 2022 has taken on the new role of Deputy SIGs Coordinator; Anna Czebiolko has joined our Publications Team, Executive Committee and also taken on the role of Deputy Membership Lead.

You can find out more about the volunteers who make up our committees as well as our part-time staff [here](#).

Over the last year, NALDIC has restructured some of its administrative functions. We have transitioned from a part-time manned physical office to a virtual office with Lee Allan's role expanding to incorporate NALDIC's day-to-day office operations. We also be changed our Registered and Correspondence addresses.

## Financial Review (Also see Accounts and Independent Examiner's Report)

The financial year ending 31<sup>st</sup> August 2022 recorded a slight surplus (£1,382) for the first time since 2018/19. The 2022-2023 financial year saw NALDIC record an increased surplus of £8788. NALDIC's financial base makes it possible for us to maintain our current operations and plan for future projects.

## Conclusion

NALDIC has made good progress with reference to our stated aims for 2022-2023. We have built capacity through creating new "teams" and co-opting new members of the Executive and our new teams representing broad expertise and experience. We have refined and clarified NALDIC's structure with more defined roles and responsibilities. We have continued to promote and provide information about EAL pedagogy through the *EAL Journal*, the RIGs and new SIGs networks, and by presenting keynote speeches and delivering webinars. We have supported complete and ongoing research projects and working groups. We also focused on greater engagement with our membership in terms of writing for *EAL Journal* and the *EAL Journal Blog*, getting involved with the governance of NALDIC, supporting its events and publications, and promoting the work of NALDIC through its network of regional interest groups.

We intend to build upon this engagement in 2023-24.

Eastway Enterprise Centre  
7 Paynes Park  
Hitchin  
Hertfordshire  
SG5 1EH



enquiries@naldic.org.uk ✉

+44 1462 226970 📞

Charity No: 1110570

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### Our aims for 2023-2024:

NALDIC's aims will be published after our Trustees/Directors Meeting in December 2023. They will then be kept under review and amended in the light of any emerging issues and changes in the educational landscape.

As ever, we look forward to working with you to achieve our new aims to develop the organisation and sincerely value your support as members of NALDIC.

### The NALDIC Executive

**National Association for Language Development in the Curriculum**

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**NATIONAL ASSOCIATION FOR LANGUAGE  
DEVELOPMENT IN THE CURRICULUM**

**ACCOUNTS  
YEAR ENDED 31 AUGUST 2023**

**Independent Examiner's Report to the Trustees/ Directors of  
National Association for Language Development in the Curriculum**

I report on the attached accounts of the association for the year ended 31 August 2023

**Respective Responsibilities of trustees and examiner**

The Association's trustees/Directors are responsible for the preparation of the accounts. The trustees/Directors consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility:

1. To examine the accounts
2. To follow the procedures laid down in the general Directions given by the Charity Commission
3. To state whether particular matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the association and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees/Directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records and to prepare accounts which accord with accounting records and comply with the accounting requirements have not been met: or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**KURBAN ABJI  
CHARTERED ACCOUNTANT  
46 WESTBOURNE ROAD  
LUTON LU4 8JD**

# NATIONAL ASSOCIATION FOR LANGUAGE DEVELOPMENT IN THE CURRICULUM

## INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 AUGUST 2023

	2023		2022
	£	£	£
<b>INCOME</b>			
Membership Subscriptions		41,955	38,261
Annual Conference - previous year		7,798	-
Annual conference - this year		3,571	7,633
Bank Interest		83	3
		<u>53,407</u>	<u>45,897</u>
<b>EXPENDITURE</b>			
Rent and Room Hire	568		-
Annual Conference - 2021	-		615
ICT/ Website	3,740		2,819
Publications ( Note 3 )	20,112		15,751
Administration	17,313		23,226
Insurance	876		858
Postage	100		4
Travel/Gen.Council/Committee costs	631		78
Bank Charges	41		46
Legal and professional fees (Allowable)	1,235		1,110
Depreciation of office equipment	3		8
		<u>44,619</u>	<u>44,515</u>
<b>SURPLUS OF INCOME OVER EXPENDITURE</b>		<u><u>8,788</u></u>	<u><u>1,382</u></u>

# NATIONAL ASSOCIATION FOR LANGUAGE DEVELOPMENT IN THE CURRICULUM

## BALANCE SHEET

31 AUGUST 2023

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	2	–	3
<b>CURRENT ASSETS</b>			
Stocks		7,500	7,500
Cash at bank Current A/c		24,509	15,686
Bank Deposit A/c		16,213	16,131
Cash in hand		32	31
		<u>48,254</u>	<u>39,348</u>
<b>CURRENT LIABILITIES</b>			
Other creditors		4,175	4,060
<b>NET CURRENT ASSETS</b>		<u>44,079</u>	<u>35,288</u>
<b>NET ASSETS</b>		<u>44,079</u>	<u>35,291</u>
<b>FINANCED BY:</b>			
<b>CAPITAL ACCOUNT</b>			
Balance brought forward		35,291	33,909
Net surplus for the year		8,788	1,382
Balance carried forward		<u>44,079</u>	<u>35,291</u>



# NATIONAL ASSOCIATION FOR LANGUAGE DEVELOPMENT IN THE CURRICULUM

## NOTES TO THE ACCOUNTS

### YEAR ENDED 31 AUGUST 2023

#### 1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention using the following accounting policies

##### Depreciation

Depreciation is calculated so as to write off the asset less its estimated residual value over the useful economic life of the asset

##### Stocks

Stocks are valued at the lower of the cost and net realisable value making allowance for slow moving and obsolete items

#### 2. TANGIBLE FIXED ASSETS

	<b>Office Equipment and Furniture</b>
	<b>£</b>
<b>COST</b>	
At 1 September 2022 and 31 August 2023	<u>1,716</u>
<b>DEPRECIATION</b>	
At 1 September 2022	1,713
Charge for the year	<u>3</u>
At 31 August 2023	<u>1,716</u>
<b>NET BOOK VALUE</b>	
At 31 August 2023	<u>—</u>
At 31 August 2022	<u>3</u>

#### 3. PUBLICATIONS

Publications represent monies received for sales of papers, books and other items less cost as follows

	£
Sales	1513
Less cost of sales:	
Opening stock	7500
Add : Purchases	<u>21625</u>
	29125
less Closing stock	<u>7500</u> 20625
	<u>20112</u>

## CHAIR | TRUSTEE/DIRECTOR ELECTIONS 2023

According to NALDIC's Articles and Memorandum of Association, in compliance with statutory regulations and requirements, one third of the NALDIC Trustees/Directors (three) retire annually and elections are held for the three vacancies. Retiring trustees/directors are eligible for re-election. In the 2023 Elections, Paul Butcher and Yvonne Foley are retiring from three-year terms, and Cate Hamilton is completing her one-year term. We have received nominations from Paul Butcher and Yvonne Foley. As we have received three nominations for two of the three vacant posts, we recommend that the applications are accepted without the need for elections.

As we still have one vacant post, we now invite nominations from any interested members for a one-year position to be sent to the NALDIC Office (office@naldic.org.uk) FAO Nandhaka Pieris by **Monday 4<sup>th</sup> December 2022**. Please consult the AGM notice email, the AGM webpage or email the office for further details and a link to the nomination form.

The nominated candidates standing for election or re-election are listed below.



**PAUL BUTCHER**

CURRENT ELECTED TRUSTEE/DIRECTOR  
(TREASURER)

STANDING FOR RE-ELECTION



**YVONNE FOLEY**

CURRENT ELECTED TRUSTEE/DIRECTOR  
(CHAIR OF NALDIC)

STANDING FOR RE-ELECTION