Language Access Feedback Form

**To Participants**: Feel free to provide feedback on the language access services provided. Please answer the relevant prompts.

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| **My role**: [ ] Parent/guardian [ ] School Personnel [ ] Interpreter | **Meeting type**: [ ] IEP Annual [ ] IEP initial[ ] Disciplinary [ ] Parent-teacher conference [ ] Other |

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| --- | --- | --- |
| Meeting Date: | Yes / 是 | No / 否 |
| The interpreter was present at the start of the meeting 会议开始时口译员在场 | [ ]  | [ ]  |
| The interpreter was present for the entire meeting 在整场会议期间口译员都在场 | [ ]  | [ ]  |
| The interpreter introduced themselves to all participants and briefly explained their role 口译员向所有与会人员进行了自我介绍，并简要说明了其工作职责 | [ ]  | [ ]  |
| The interpreter communicated that information from the meeting would remain confidential 口译员表示，将对会议内容严格保密  | [ ]  | [ ]  |

|  | Strongly Disagree / 极不同意 | Disagree / 不同意 | Neutral/Not Applicable / 中立/不适用 | Agree / 同意 | Strongly Agree / 非常同意 |
| --- | --- | --- | --- | --- | --- |
| I know how to request an interpreter when needed 在需要口译服务时，我知道如何提出申请  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| It is easy to request an interpreter when needed 在需要口译服务时，提出申请很简单 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| It seemed as though the interpreter was interpreting everything that was communicated 我认为口译员完整翻译了所有的沟通信息 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Any technology used during the meeting functioned well 会议期间使用的所有技术手段均运行良好 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Interpreter feedback (Interpreter completes this section)口译员反馈（由口译员填写此部分） | (Write comments) |