Language Access Feedback Form

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

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

|  |  |  |
| --- | --- | --- |
| Meeting Date: | Yes / 是 | No / 否 |
| The interpreter was present at the start of the meeting  會議開始時口譯員在場 |  |  |
| The interpreter was present for the entire meeting  在整場會議期間口譯員都在場 |  |  |
| The interpreter introduced themselves to all participants and briefly explained their role  口譯員向所有與會人員進行了自我介紹，並簡要說明瞭其工作職責 |  |  |
| The interpreter communicated that information from the meeting would remain confidential  口譯員表示，將對會議內容嚴格保密 |  |  |

|  | Strongly Disagree / 極不同意 | Disagree / 不同意 | Neutral/  Not Applicable / 中立/  不適用 | Agree / 同意 | Strongly Agree / 非常同意 |
| --- | --- | --- | --- | --- | --- |
| I know how to request an interpreter when needed  在需要口譯服務時，我知道如何提出申請 |  |  |  |  |  |
| It is easy to request an interpreter when needed  在需要口譯服務時，提出申請很簡單 |  |  |  |  |  |
| It seemed as though the interpreter was interpreting everything that was communicated  我認為口譯員完整翻譯了所有的溝通資訊 |  |  |  |  |  |
| Any technology used during the meeting functioned well  會議期間使用的所有技術手段均運行良好 |  |  |  |  |  |
| Interpreter feedback (Interpreter completes this section)  口譯員回饋（由口譯員填寫此部分） | (Write comments) | | | | |