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 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) |