



## DISTRICT TRANSLATION POLICY

As part of Title I, Part A School wide program requirements, Alvin ISD adheres to the following procedures for translation and interpretation services for families of Alvin ISD Students.

The *Home Language Survey* is used by Alvin ISD to identify languages spoken by families within the district. The *Home Language Survey* is available in English, Spanish, and Vietnamese. Families of Alvin ISD students speak multiple languages according to the original *Home Language Survey* collected when a student first enrolls in a Texas public School. Alvin ISD will offer translation for any language spoken by at least 10% of the student population.

- ◆ The Alvin ISD Parent and Family Engagement Policy is available in English and Spanish on the district website. Hard copies are available at Alvin ISD Administration Office upon request.
- ◆ Alvin ISD district website [www.alvinisd.net](http://www.alvinisd.net) can be translated into various languages by selecting the language toggle button in the black bar on the top right of the Alvin ISD website.
- ◆ Emergency messages from Alvin ISD will be translated into Spanish.
- ◆ Alvin ISD personnel will be available to translate or interpret as needed for parents/guardians whose first language is Spanish.
- ◆ The District Parent and Family Engagement Policy is available in English and Spanish on the district website. Hard copies are available at Alvin ISD Administration Office upon request.
- ◆ Curriculum Information that is provided to parents in English will also be available in Spanish.
- ◆ Any promotional information about parent training and activities will be provided in both English and Spanish

Note: Translation can be provided in either written or verbally

Every Student Succeeds Act (ESSA) requirements for the translation policy can be found in ESSA 1114 (b), 1112 (e)(4), 1114 (b)(4); 1116 (e)(5); and 1116 (f)