



Alvin Independent School District

G.W Harby Junior High



Translation Policy

As part of Title I, Part A Schoolwide program requirements, Harby Junior High adheres to the following procedures for translation and interpretation services for families of Harby Junior High students.

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

- Harby Junior High personnel will be available to translate or interpret as needed for parents/guardians whose first language is Spanish.
- Translation and interpretations in Spanish will be made available at any meeting, parent conferences, Language Proficiency Assessment Committee (LPAC) Meetings, Assessment, Review Dismissal (AED) Meeting, 504 Meetings and parent/guardian school events as needed.
- Information regarding student interpretive, descriptive, and diagnostic reports shall be translated into the students/parents' home language.
- Documents and information are sent home in English and Spanish.
- Skyward (parent/guardian access to student grades, attendance, and discipline) for Alvin ISD translates into Spanish.
- The Campus Improvement plan (CIP) is available in English and Spanish on the campus website. Hard copies are available at the Campus Office upon request
- The Campus Parent and Family Engagement Policy is available in English and Spanish on the campus website. Hard copies are available at the Campus Office upon request.
- Parent Compact is available in English and Spanish on the campus website. Hard copies are available at the Campus Office upon request.
- "Parent's Right to Know" Letter is available in English and Spanish on the campus website. Hard copies are available at the Campus Office upon request.
- Curriculum Information that is provided to parents in both English and Spanish
- Academic Assessment information that is provided to parents in English and Spanish
- Student Progress information that is provided to parents in English and Spanish
- Any promotional information about parent training and activities is provided to parents in 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)