

## **Policy Code: 4003 Translating and Interpreting for Students and Parents**

Many students and parents in the Chapel Hill-Carrboro City Schools speak English as a second language. The school district will make reasonable efforts to provide foreign language translation services to students and parents, including the following:

Policies that the district is required to communicate to parents and parent handbooks will be translated into Spanish and, where practicable, other languages.

Translators will be present at student hearings and other important meetings when necessary for parent or student understanding.

Translating and interpreting services may be provided by the translator on staff or by translators contracted by the Chapel Hill-Carrboro City School System. Services also may be provided by staff (during non-instructional time) or by volunteers approved by the school district or working on behalf of parents or various support organizations. The superintendent may explore additional options for providing translations or interpretations of student and parent policies. The Board recognizes that translation may not be available for all languages.

Legal References: *No Child Left Behind Act*, [Public Law 107-110](#), 115 Stat. 1425-2094; [G.S. 115C36](#), [-47](#)

Cross References: Parental Involvement (Policy 1310/4002)

**Chapel Hill-Carrboro Schools**

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