



Lawn Primary School – Parent Advice Sheet regarding Translation and Languages

Do you use another language other than English? If so then this information may be useful to you.

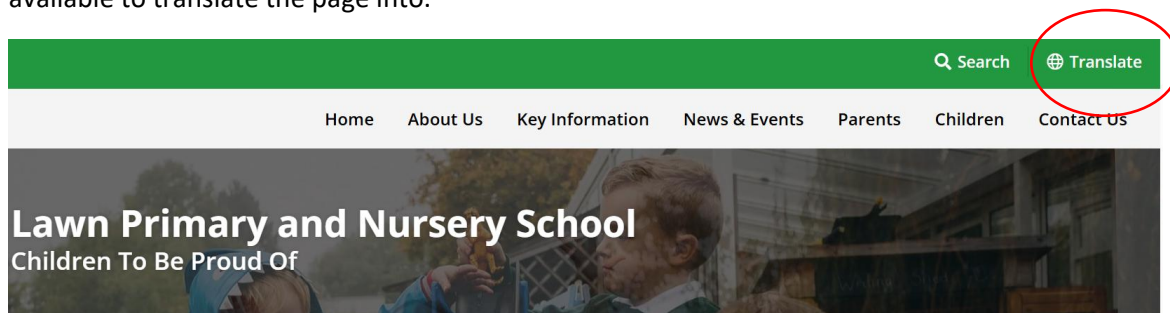
When you join Lawn Primary School Community, we will ask on the registration forms about languages used or spoken outside of school. Your child may be placed on the EAL (English as an Additional Language) list and may then receive additional support and adaptation in class, if this is needed.

We have a list of staff who are able to speak, read or write in languages other than English, so we may be able to help you to understand information you get sent or need help to translate.

Many of the outside agencies we use also offer translators. Let us know if you need one.

Did you know our website has a translate button?

This is how it works..... Just click the translate button in the top right corner and you will see a choice of languages available to translate the page into.



Did you know MCAS (the system we use to communicate information, events, payments etc with you) can be translated?

This is how it works.....

Steps to Activate Translation in the MCAS App:

1. **Open the MCAS App** on your mobile device.
2. Click on the **Settings cog** in the top right corner.
3. Go to **Settings > Preferences** (or **Settings > Communication and Language** in some versions).
4. Select **Communication Language**.
5. Choose your preferred language from the available dropdown

When you get communications from school they should then appear in your chosen language.

What can you do to help school?

We love to celebrate the diversity in our school.

Can you come and tell some of the children about your culture and heritage?

Can you help other families with translating or understanding information?

Do you have any children's book in your language that you no longer need and we could use in school?

Are there any signs or labels you feel are needed around school in your language?

Is there anything else you need help with?