



Per federal law, school-home communication must be provided in a language that our parents understand. In an effort to facilitate this communication, the Richmond County School System provides support to all schools and departments.

Translation and interpretation services are available at no charge to parents and guardians who require assistance in understanding all district and school related information. If you require language assistance, please contact your child's school for further assistance.

Below is a list of the schools in Richmond County that offer a World Language and the languages that they offer. They all have a fluent language teacher that may be able to lend support.

Area 1		Area 2		Area 3	
School		School		School	
Josey	Spanish French	Cross Creek	French Spanish	ARC	Spanish German
Hornsby Middle	Spanish	Goshen	Spanish (PT)	Reynolds	Spanish
Westside	Spanish French	Hephzibah Elem.	Spanish (PT)	Lake Forest Hills	Spanish
Bayvale	Spanish (ESOL)	Hephzibah High	Spanish French	Freedom Park	Spanish
Laney	Spanish	Morgan Road	Spanish	Copeland	Spanish (PT)
Murphey	Spanish	Pine Hill	Spanish	Langford	Spanish
Warren Road	Spanish (PT)	AR Johnson	Spanish Latin	Glenn Hills High	Spanish French
		Davidson	Spanish Latin	Butler	Spanish French
		RCTM	Spanish		
<u>Spanish speaking ESOL Teachers</u> <u>Ilka Allen</u> Murphey Glenn Hills Middle Glenn Hills Elem. <u>Lourdes Estrella-Ansley</u> South Side Wilkinson Gardens Terrace Manor Heph. Elem		Walker	Mandarin Spanish	*Monte Sano has a Spanish speaking Assistant Principal	

Please contact the administration at the school when needing to assistance translating at a conference.

Translation Requests

- ❖ Submit at least **10 BUSINESS DAYS** prior to the date when translation is required
- ❖ Translations are limited to 3 pages in length
- ❖ We do NOT translate legal documents or testing materials.
- ❖ Please send documents in an editable format (WORD, PUBLISHER, POWERPOINT). For other formats contact mcallme@boe.richmond.k12.ga.us or (706) 826-1102.
- ❖ All documents are subject to approval by the ESOL/World Languages Coordinator.
- ❖ An e-mail confirmation will be sent once your request has been processed.