



# Non-English Speaking Background Policy

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*Everyone has the right to be treated equally and with respect. By helping children to appreciate and accept differences and similarities we can help them to learn to make decisions on the basis of individual choice.*

## **PURPOSE**

Diversity enriches life and culture. We aim to provide and promote a Service where children can realise their full potential regardless of gender, race and cultural background. We believe in honouring diversity striving to engage in respectful interactions with children, educators and families. This will be reflective in our relationships with children and their families and in our resources.

## **SCOPE**

This policy applies to children, families, staff, management and visitors of the Service.

## **IMPLEMENTATION**

Culturally and Linguistically Diverse (CALD)/Non-English Speaking Background (NESB) The term “culturally and linguistically diverse” (CALD) is commonly used to describe people who have a cultural heritage different from that of the majority of people from the dominant Anglo Australian culture, replacing the previously used term of people from a “non-English speaking background” (NESB).

Management/Nominated Supervisor will ensure:

- Enrolment and Orientation information can be translated into the family’s home language
- If any family of a child enrolled at the Service is not fluent with the English language, policies and other Service information will be provided to that family in a language that is readily understood by the family
- An interpreting service is accessible to ensure clear communication between the service and family. Support from interpreting services is available if communication is difficult between staff, children and families.
  - Translating and Interpreting Service 131 450
  - Website: [www.tisnational.gov.au](http://www.tisnational.gov.au)
- General information, resources and support can be obtained from the Department of Family and/or Community Services relative to your State.

- Families have the opportunity to influence and shape the Service, to review Service policies and contribute to Service decisions with language not being a barrier or hindrance in the process
- Information, including brochures and factsheets are available to families about community Services and resources to support parenting and family wellbeing in their chosen language
- The expertise of families is recognised, encouraging them to participate in decision making about their child's learning and wellbeing that are respectful to the family's cultural background
- Families have opportunities and support to be involved in the program and in Service activities presented in a way that is not limited to English speaking families

#### Educators will

- Provide a program and environment that is inclusive of all children and families, promoting to children the importance of showing acceptance of different and diverse cultural practice including home language.
- Explore different cultures within the Service and encourage children to learn about other cultures as well as their own.
- Consider the cultural and linguistic backgrounds of all the children in the program training themselves with common words to assist the child and family
- Be aware of interpretations of body language which may vary across cultures
- Pronounce and spell children's name correctly
- Find out which festivals are important to the children and family to include in the program
- Use books, posters and resources incorporating various languages into the Service

#### Source

- Australian Children's Education & Care Quality Authority.

#### Review

Policy Review Date
November 2016
New logo Feb 2018