



Creating a Welcoming Environment for English Learners and their Families Checklist

Rationale: It is important to make English learners (ELs) and their families feel welcome at school. There are multiple ways you can build ELs' and their families' trust at your school.

Directions: First, review each of the following strategies to decide if you are currently making ELs and their families feel welcome in these ways. Then, determine three action steps so you can create a more welcoming environment for ELs their families.

Strategy At our school, do we....	Yes	No
Display student work on the walls (including work in home languages)?		
Have visible signs in students' home languages?		
Communicate with families in a variety of ways (e.g., information sent home in home language, phone calls, home visits)?		
Display maps and flags of students' home countries?		
Have a bilingual staff or bilingual volunteers who can meet with families as needed?		
Provide staff opportunities to learn some common phrases in families' home languages and key information about families' cultures?		
Invite EL families to volunteer in the school (e.g., helping in a classroom, being a resource for other families)?		
Provide services that remove barriers that EL families from attending school events (e.g., child care, interpreters, transportation)?		
Have bilingual books in students' home languages in the school library and classrooms?		
Connect new families with a contact person who speaks their home language and offer tours of the schools in home languages?		
Host events specifically for EL families (e.g., back-to-school events, international picnics)?		
Have a parent room with bilingual magazines, school information, and a computer for families to use?		

Action Steps: To make a more welcoming environment for ELs and families of ELs, we will...

- 1.
- 2.
- 3.

Adapted from Breiseth, L., Robertson, K. & Lafond, S. (2011). A guide for engaging ELL families: 20 strategies for school leaders. Washington, DC: Colorín Colorado Retrieved from:

http://www.colorincolorado.org/sites/default/files/Engaging_ELL_Families_FINAL.pdf