

## LANGUAGE LINE SERVICES

To place a call for a phone interpreter:



1. Dial 1-800-874-9426
2. Enter the Lakeville Schools 6-digit Client ID: **5 0 9 0 5 2**
3. Press 1 for Spanish, press 2 for all other languages  
(Speak the name of other language at the prompt or press "0" for assistance)
4. Enter on your telephone keypad or provide the representative your schools *Access ID*:

**High Schools:**            **LSHS 837310**                      **LNHS 244476**                      **ALC 177734**

**Middle Schools:**        **CMS 752227**                      **KTMS 587738**                      **MMS 309661**

**Elementary Schools:**

**CVE 479980**                      **CHE 360229**                      **EVE 403717**                      **JFK 675750**

**LME 777069**                      **LVE 327667**                      **OHE 916839**                      **OLE 342315**

**District Buildings:**      **CEB 628326**                      **DO 217620**                      **CLEC 780731**

5. An interpreter will be connected to the call.
6. Brief the interpreter first: summarize what you wish to accomplish and give any special instructions. You may give the phone number to have them place the call or add the Limited English speaker to the line.

### ***Language Line Services Important Tips***

#### **UNKNOWN LANGUAGE:**

If you do not know which language to request, our representative will help you.

#### **WORKING WITH AN INTERPRETER:**

Give the interpreter specific questions to relay. Group your thoughts or questions to help conversation flow quickly. Speak slowly - give time for them to relay.

#### **LENGTH OF CALL:**

Expect interpreted comments to run a bit longer than English phrases. Interpreters convey meaning-for-meaning, not word-for-word. Concepts familiar to English speakers often require explanation or elaboration in other languages and cultures.

#### **LINE QUALITY PROBLEMS:**

If you have problems before reaching a representative, press "0" to be transferred.  
If you have problems connecting to an Interpreter, call Customer Service at 1 800-752-6096 ext. 1.

**INTERPRETER IDENTIFICATION:** Interpreters identify themselves by first name and number only. For reasons of confidentiality, they do not divulge either their full name or phone numbers.