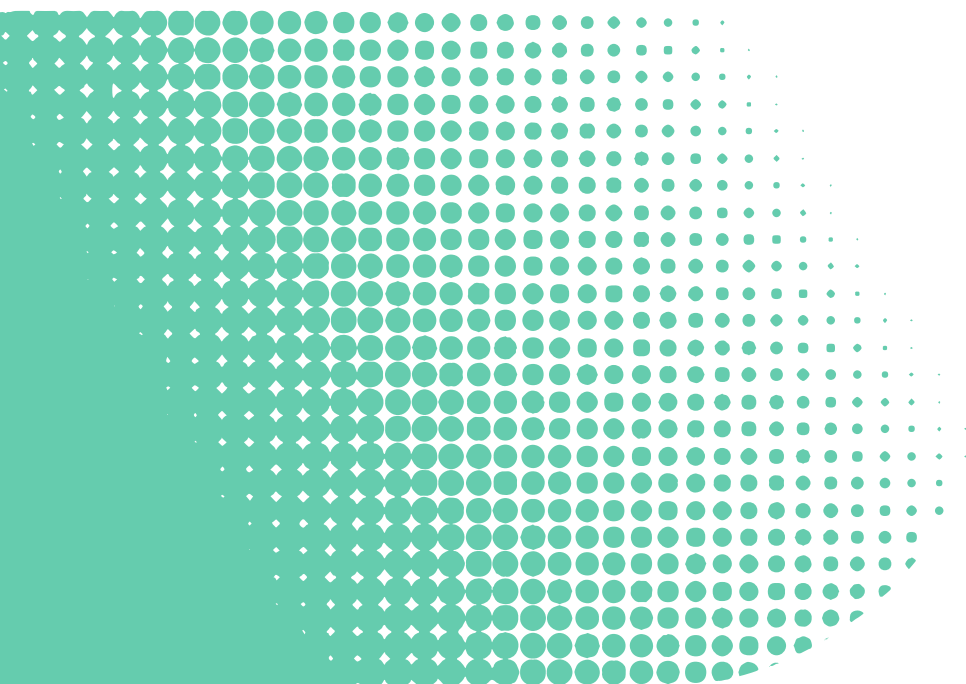




Sign Supported English (SSE) Interpreting Checklist

September 2024



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SSE interpreters pass messages from deaf BSL to English and vice versa. SSE is not a language in its own right – it is spoken English supported by signs borrowed from British Sign Language. The balance of English to BSL signs and features varies enormously, depending on the linguistic skills and knowledge of the user.

Please note that if an interpreter is booked and the assignment is subsequently cancelled, for whatever reason, we charge a cancellation fee. This is because our interpreters will have turned down other work in order to be available for your assignment.

We refer you to our terms and conditions of business; please ask us if you need a copy.

Here are some questions to ask and things to remember when contacting us about your translation project:

- Have you checked that the person for whom you are providing the service uses SSE?
 - *We ask as not all deaf people use SSE.*
- How many SSE interpreters do you require?
 - *How have you made this assessment?*
- Would you prefer the interpreter to be male, female, or do you have no preference?
 - *This may be a relevant consideration in relation to sensitive subject matter and particular cultural contexts.*
- What is the date of the assignment and how long will it last?
- At what time should the interpreter arrive for briefing?
- Whom should the interpreter ask for when they arrive?
- What is the full address of the venue?
- Are there parking facilities? (If yes, please provide details)
- What is the nearest underground or railway station?
- Who will the interpreter deal with at the venue?
- Who will the interpreter be interpreting for?
 - *Please state name of deaf client*
- What is the nature of the assignment?
 - *Court hearing, meeting, conference, interview, medical appointment, tribunal, etc.*
- Are there any other factors that the interpreter should be aware of?