

Dear Parent/Guardian,

Attached is an important document from the school district or your child's school. Although the district attempts to provide written translations in as many languages as possible, it is not always possible or practicable to do so.

If you need assistance in reading, understanding, or completing the attached form or information, the district will provide, upon request, oral translation or interpretation by a trained translator/interpreter.

If you would like to request oral interpretation of the attached document in a language you understand, please provide the information below as soon as possible and return it to your child's school.

An interpreter/translator will contact you to either meet with you in person or provide interpretation over the phone for the attached information.

Please complete and return the following information to request oral interpretation:

Parent's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Language: \_\_\_\_\_

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Mzazi/Mlezi Mpendwa,

Iliyoambatishwa ni hati muhimu kutoka wilaya ya shule au shule ya mtoto wako. Ingawa wilaya inajaribu kutoa tafsiri zilizoandikwa katika lugha nyingi iwezekanavyo, si kila wakati inawezekana au kuwezekana kufanya hivyo.

Iwapo unahitaji usaidizi katika kusoma, kuelewa, au kujaza fomu iliyoambatishwa au maelezo, wilaya itatoa, baada ya ombi, tafsiri ya kunena au kufasiriwa na mfasiri/mkalimani aliyefunzwa.

Iwapo ungependa kuomba tafsiri ya kunena ya hati iliyoambatishwa katika lugha unayoelewa, tafadhali toa maelezo yaliyo hapa chini kwa haraka iwezekanavyo na urejeshe kwa shule ya mtoto wako.

Mkalimani/mfasiri atawasiliana nawe ili akutane nawe ana kwa ana au akupe tafsiri kupitia simu kuhusu maelezo yaliyoambatishwa.

Tafadhali kamilisha na urejeshe maelezo yafuatayo ili kuomba tafsiri ya kunena:

Jina la Mzazi: \_\_\_\_\_

Nambari ya Simu: \_\_\_\_\_

Lugha: \_\_\_\_\_

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