**Arifa ya Mkutano wa Mzazi/Mlezi na**

**Mwalimu**

**Mwaka wa Shule wa [20XX-20XX]**

[Use LEA or School Letterhead]

[DATE]

Mpendwa Mzazi/Mlezi wa [STUDENT NAME],

Walimu wa mwanafunzi wako wanakualika katika mkutano ili kujadili ushiriki wake katika **Programu ya lugha ya Kiingereza** (ELP) ya [DISTRICT] na maendeleo yake katika kujifunza Kiingereza na masomo ya kiwango cha gredi. Katika mkutano huu, walimu watashiriki taarifa na kujibu maswali yoyote unayoweza kuwa nayo. Unakaribishwa kualika wengine ili wahudhurie.

Waelimishaji walioorodheshwa hapa chini wangependa kukutana nawe:

|  |  |
| --- | --- |
| **[EDUCATOR NAME]** | **[TITLE / SUBJECT]** |
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**Tarehe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Saa: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Eneo: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Jina la Shule/Anwani/Chumba)

Iwapo kuna walimu wengine ungependa kukutana nao, tafadhali tujulishe. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tafadhali jaza taarifa iliyo hapa chini na urudishe kwa shule.**

**Ndiyo**, nitaweza kuhudhuria mkutano wa Mzazi / Mwalimu mnamo tarehe [DATE] saa [TIME] kwa ajili ya [STUDENT NAME]

**La**,sitaweza kuhudhuria kwa wakati huu, lakini nitapatikana katika siku/saa zifuatazo:

**Tafdahali weka mviringo kwa siku unazopatikana:** Jumatatu Jumanne Jumatano Alhamisi Ijumaa

**Tafadhali weka mviringo kwa saa unazopatikana: [ADJUST OPTIONS TO SCHOOL/TEACHER AVAILABILITY]**

* Asubuhi/a.m. 7:00 7:30 8:00 8:30 9:00 9:30 10:00 10:30 11:00 11:30
* Mchana/p.m. 12:00 12:30 1:00 1:30 2:00 2:30 3:00 3:30 4:00 4:30 5:00 5:30

Ninaomba kuwa na mkalimani katika mkutano huu wa (lugha) ya: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

[Parent/Guardian Printed Name] Sahihi ya Mzazi/Mlezi Tarehe