

Parent-Teacher Conference Notification

“Please fill out the English portion of the form you require, the target language portion will be filled out automatically”

_____ (School Name)
_____ (School Address)
Philadelphia, PA _____

Tel: _____

Dear parent or Guardian:

You have been scheduled for a conference with your child’s teacher to review his/her school progress on

Date	Time	Room

_____ Student
_____ Teacher

Sincerely,

_____ Principal

Detach here

To the Parent/Guardian

Please complete this portion of the form with date and signature. Cut along the above line to detach and return to the teacher. Thank you.

I have received the parent-teacher conference notice for student _____, and will attend conference in Room _____

Parent or guardian signature

Date

إشعار باجتماع الأهل والمعلم
Parent-Teacher Conference Notification

_____ (School Name)
_____ (School Address)
Philadelphia, PA _____

Tel: _____

Dear parent or Guardian:

أيها الأهل والأوصياء الأعزاء:

You have been scheduled for a conference with your child's teacher to review his/her school progress on
لقد تم تعيين وقت للاجتماع مع معلم ابنك لمراجعة تقدمه المدرسي.

التاريخ/Date	الوقت/Time	الغرفة/Room

_____ الطالب/Student
_____ المعلم/Teacher

Sincerely باحترام

_____ المدير/Principal

Detach here اقطع الورقة من هنا

To the Parent/Guardian
إلى الأهل / الأوصياء

Please complete this portion of the form with date and signature. Cut along the above line to detach and return to the teacher. Thank you.

الرجاء إكمال هذا القسم من النموذج وتوقيعه وتأريخه. اقطع هذا الجزء من الصفحة على الخط وأرجعه إلى المعلم. شكرا.

I have received the parent-teacher conference notice for student _____ (Student name),
and will attend conference in Room _____ (Room number)

لقد استلمت الإشعار الخاص باجتماع الأهل والمعلم للطالب _____ (اسم الطالب) وسأحضر هذا
الاجتماع في الغرفة _____ (رقم الغرفة)

إذا أردت المساعدة خلال الاجتماع، املا الفراغ بكلمة "ARABIC" في الفراغ التالي _____

If you need language assistance at the conference, please fill the blank with the language you need
translation and interpretation: _____

Teacher: Please inform the BCA at your school to be present at the conference for language assistance.
If no BCA is available at your school, please use Pacific Interpreters telephonic interpretation service to
communicate with the parent. Call 215-400-4180, option 4 if you need assistance using the service.

لمزيد من الوثائق والمعلومات المترجمة إلى العربية، إذهب إلى الموقع على الانترنت www.philasd.org/language/arabic