HIGHLANDER
CHARTER SCHOOL
Learning as diverse as our students

TRANSLATION REQUEST FORM
2009-2010 School Year

Dear Highlander Families:

In an effort to ensure that we are able to meet the needs of all of our students whose parents do not have English as their first language, we are asking that you let us know if you would like letters and other information that we send home throughout the year translated. We also want to know if you would like for us to provide a translator for you during **Learning Plan Meetings** for this school year or whether you plan to bring someone with you to translate or do not require a translator at all.

Please complete the bottom part of this form and return it to the Administrative Office. If you have any questions, please contact us at 277-2600.

Thank you,
Ada Rojas
Administrative Manager/
Admissions Director

Student Name:_____ **Grade:**_____

Parent Name:_____

_____ **YES, I would like for the Highlander school to have school correspondence sent home translated throughout the year.**

□ **Spanish** □ **Other language:**_____

_____ **NO, I do not need to have any documents translated.**

_____**YES, I will require a translator during Learning Plan Meetings for this school year.**

□ **Spanish** □ **Other language:**_____

_____ **No, I do not need a translator during Learning Plan Meetings for this school year.**

5/12/2009 ar