

[Insert name of recipient and address here (optional)]

Upatmi Nulepa le Zohkhenhtu hna

Na fa i Cawnnak lei Thialnak le Thanchonak lei Cathanh

Na fa nih a thami sianginn kai thawknak a ngeih khawhnak bawmh dingah, anmah caah Cawnnak lei Thialnak le Thanchonak lei Cathanh kan tial cuahmah. Thialnak lei Cathanh cu na fa i a cacawnnak le hlawhtlinnak kong thawngthanmi phawtzamh ning lam pakhat a si:

- nangmah
- kan riantuan piaknak
- na fa i hmailei a sianginn
- pakhat ah an kal ahcun, na fa i hmailei Sianginn i Zohkhenh Caan Aleng (OSHC).

Thialnak lei Cathanh nih thawngthanmi aa ngeimi kong cu:

- na fa i a huammi pawl, thiammi pawl le a thiltikhawhnak pawl
- a thabik in na fa cacawnnak bawmh ning.

Hi thawngthanmi nih a thabik bawmhna na fa pek dingah sianginn kha a bawmh lai.

Nangmah nih tuahseh tiah kan duhmi cu

Thialnak lei Cathanh ah na fa i ngakchia no fimchimtu, nangmah le na fa nih phitnak zawn tiin a phunphun an um. **Zaangfahnak hi Thennak 3 hi tlamtling tein phi: Innchungkhar [le na fa nih a phitmi kha bawm Thennak 2: Ngakchia] cun [insert date here] ah kan riantuan piaknak ah ap than.**

Naa teltumnak kha a biapi, asinain hramhram in tuahtermi a si lo. Cu nih cun na fa i cachimtu (le OSHC i an kal ahcun, an OSHC fimchimtu) kha na fa kong tha deuh in hngalhnak a pek hna lai i na fa a cawnnak lei hlawhtlinnak caah timhtuahnak a bawmh hna lai.

Cu hnu ah a cang dingmi

Na fa i ngakchia no fimchimtu nih Thialnak lei Cathanh i thenmi pawl dihlak kha hmunkhat ah a chiah dih lai i khawpi pakhat an in pek lai. Na fa i a sianginn nih Sikpar (November) ah khawpi a ngah te lai. Innchungkhar le ngakchia nih phit dingmi zawn kha nan lim lo a si ahcun, Thialnak lei Cathanh i a tangmi kha na fa i a sianginn le a herh ahcun an OSHC riantuan piaknak sinah an phawtzamh thiamthiam rih ko lai.

Kherhlainak nih a langhtermi ah thawngthanmi phawtzamhnak nih ngakchia pawl tlamtling tein sianginn lei thialnak ah a bawmh hna a ti. Sihmanhsehlaw, Thialnak lei Cathanh kha na fa i a sianginn ah phawtzamh na duh **lo** ahcun, zaangfahnak in [insert date here] ah na fa ngakchia no riantuan piaknak a rak kainak cachimtu kha chimchawn.

Sianginn ah na fa minpeknak

Hmaikum caah sianginn i na fa min na pek piak rih lo ahcun, aran khawh chung rang in tuah dingah kan in forfial. Minpeknak nih na fa i a pumpaak herhmi pawl ca timhtuah piak dingah sianginn kha a bawmh lai. Fimcawnnak le Cawnnak lei Phuthen (Department of Education and Training) nih sianginn thawknak kongah a thahnemmi thawngthan cu hika ah a tuah <https://www.education.vic.gov.au/parents/going-to-school/Pages/choose-enrol-school.aspx>.

Thawngthanhmi tamdeuh

[please select relevant text based on whether you are providing this information electronically or by hard copy]

[Option 1 – direct parents to website – delete whichever option not used]

Thialnak lei Cathanh tlamtling tein phitnak kong thawngthanhmi tamdeuh hmuh khawhnak ding le a thami sianginn kai thawknak tuah dingah, zaangfahnak in zoh:

- Innchungkhar pawl caah thawngthanhnaek catlap
- Cawnnak lei Thialnak le Thanchonak lei Cathanh innchungkhar pawl nih tlamtling tein phitnak bawmh dingah tuah dingmi pawl.

Hi pawl cu hika online ah an um www.education.vic.gov.au/transitiontoschool.

[Option 2 – attach information to letter – delete whichever option not used]

Thialnak lei Cathanh tlamtling tein phitnak kong thawngthanhmi tamdeuh hmuh khawhnak ding le a thami sianginn kai thawknak tuah dingah, zaangfahnak in thilchihmi ah zoh:

- Innchungkhar pawl caah thawngthanhnaek catlap
- Cawnnak lei Thialnak le Thanchonak lei Cathanh innchungkhar pawl nih tlamtling tein phitnak bawmh dingah tuah dingmi pawl.

Sianginn i na fa thialnak kong ceihmai na duh ahcun, zaangfahnak in [**insert name of early childhood educator**] hi chawn.

Hawi taktak sinak he

[Name of early childhood educator]

[Day] [Month] [Year]