

Parent Letter Template

A ready-to-send letter telling families about your cultural inclusion day. Fill in the yellow parts.



[School Name]

[Teacher Name] | [Class/Room]

[Date]

Dear Families,

We are very excited to let you know that our class will be celebrating a Cultural Inclusion Day! As part of our learning about the wonderful diversity in our community and around the world, we will be exploring the Swahili language and the culture of East Africa.

During the day, children will enjoy listening to a Swahili-English story, learning simple Swahili words and songs, making animal masks inspired by East African wildlife, and participating in craft activities. It is going to be a wonderful day of learning, creativity and togetherness!

We would love your help to make this day extra special. If your family has any connections to East Africa, or speaks Swahili at home, we warmly welcome you to come in and share your experiences with our class. Please reach out if you would like to be involved.

We encourage you to ask your child about what they have learned at the end of the day. You might like to practise saying some Swahili words together — the vocabulary sheet coming home with your child is a great place to start!

Warm regards,

[Teacher Name]

[School Name] | [Phone/Email]