

January 2018

Dear Parents,

I am writing to invite you to an information evening for the Göttingen Exchange to be held in the

Sir Thomas Rich's, Oakleaze, Drama Studio
on Wednesday 21 February from 6.00 to 7.00 p.m.

As important information about our trip to Göttingen will be provided, could I ask you to make every effort to attend with your son, or, if you cannot, you may want to consider sending a representative. This also provides a useful opportunity for you to ask us any questions about the trip.

Could I please ask you to return the attached slip via your son directly to Mrs Ferguson in the Veale Block.

Many thanks in advance and I am looking forward to seeing you,

Mrs Ferguson

To Mrs Ferguson

I /We the parent/s of(name of pupil) in form will be/ will not be attending the information evening for the German Exchange. Our party will number..... including our son.

Signed.....