

Senior Girls

Merchant Taylors' Schools
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Headmistress: **Mrs CA Tao MSc BSc (Hons) Grad.IPD**
Headmistress's: PA: **Mrs J Baccino**



**MERCHANT
TAYLORS'
SCHOOLS**

For Boys and Girls
aged 4 to 18 years

6th June 2018

Dear Parents,

I would like to invite you and your daughter(s) to a Sports Tour Meeting to be held in the Gym at MTGS on **Wednesday 13th June at 6.00pm.**

At this meeting, I will be going through our Tour Itinerary and will asking for some general administration forms to be completed in relation to your daughter's dietary requirements, medical information, non-prescribed medication, swimming ability, general hosting preferences and emergency contact numbers.

I will also be talking to you and your daughter(s) about the general organisation and health and safety issues associated with the tour, as well as discussing the kit list and additional meal and excursion costs to consider, when planning your daughter's spending money for the tour.

There will be a Final Tour Meeting the week before we depart to give out the tour kit and to go through any final details.

Please could you take a moment to complete the attached reply slip to confirm that you and your daughter(s) are able to attend on Wednesday 13th June at 6.00pm or, if your prefer, please send me an email as confirmation of your attendance. It would be appreciated if you would kindly complete the attached form and bring it with you to the meeting.

Please could I ask for the reply slip or email to reach me by Monday 11th June.

My email address is e.moore@merchanttaylor.com

I look forward to seeing you and your daughter(s) on Wednesday 13th June.

Kind Regards,

Mrs Moore

Sports Tour Meeting Reply Slip to Mrs E. L. Moore by Monday 11th June

Daughter's Name Form

I/We will/will not be able to attend the Sports Tour Meeting on Wednesday 13th June at 6.00pm in the Gym at MTGS.

I will bring all the relevant documentation detailed above to the meeting.

Signed Parent/Guardian