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28th September 2016

Dear Parent/Guardian,

Art study visit to Cornwall

I am writing to you regarding the Art Study Visit to Cornwall, which takes place from **Thursday 13th October 2016**, and **returns Sunday, 16th October 2016**. In order to complete our risk assessment could I ask you to ensure you have returned the medical questionnaire. Thank you for the remaining balance for the visit and all arrangements are now in place.

I will be holding a short meeting **on Thursday 6th October at 5.00pm in room A2** to go through the itinerary and to answer any questions you may have. The meeting will last approximately 30 minutes and you will be able to look at sketchbooks from previous visits, to view the type of work that will be undertaken.

May I thank you for the continuing support of your son/daughter in their art studies.

Yours sincerely,

Mrs. F Henson

Head of Art

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