

**Education Department**

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**Our Ref:** JT/TM

**Date:** 9 September 2019

Dear Parent/Carer

**Rome 2019: Information Evening**

I am writing to inform you that there will be an information evening held for the Rome trip on **Wednesday 18 September 2019 at 7pm**. This meeting will be held in the school theatre, and should only last approximately 30 minutes. Information regarding travel, accommodation, spending money etc. will be shared and there will be an opportunity to ask any questions.

Your child does not need to attend the meeting as we will have a separate meeting during school time for pupils, but they may attend if they wish.

During this evening you will be required to fill in consent forms, please be prepared with details.

If you wish for further information, please do not hesitate to contact me.

Yours sincerely

Jennifer Thomson  
Trip Leader