|  |  |
| --- | --- |
| Our ref: Your ref:  | **Department of Children’s Services** *– Aiming High for Children***Music & Arts Service** Fairfax Learning & Development Centre, Flockton Road, Bradford, BD4 7RYTel: 01274 434970Fax: 01274 408335Email: schoolsmusicandarts@bradford.gov.uk |
| PRIVATE & CONFIDENTIAL |

Date:

Dear Parent/Carer

**INSTRUMENTAL TUITION**

I am concerned that your child has not attended their instrumental lessons since

|  |
| --- |
|  |

***(insert date)***

It is important that your child attends his/her lessons in order to make continual progression.

If your child no longer wishes to continue lessons then please complete and return the reply slip below.

Yours sincerely

Instrumental Teacher

Music & Arts Service

**✂………………………………………………………………..**

**NAME OF CHILD:**

**SCHOOL:**

**REASON FOR ABSENCE:**

**MY CHILD DOES/DOES NOT\* WISH TO CONTINUE INSTRUMENTAL TUITION**

***\* Please delete as appropriate***

**SIGNED: PRINT NAME:**

**DATE:**