

\*\*Letter/ Email Template

Dear <name of contact at school>,

Every week Scouts give almost half a million people aged 4-24 the opportunity to learn the skills they need in life. Scouts compliments the important work you do in school and as a local <District Lead Volunteer/Group Lead Volunteer/Section Team Leader> I’d love to work with you to offer Scouts to more young people in our local area. I would love to \***reason for letter\*** (Invite your young people to our Open even/ Tell them about joining our group) etc).

I hope that your school will support Scouts by allowing us to generate interest from the young people at your school. This can be done in a variety of ways including sending letters/ emails to parents, pre-recorded video, assemblies or a classroom session with activities.

This is a fantastic way for young people to get a taste of what being a Scout is like – I'm happy to discuss what sort of activity we could hold at your school in more detail.

I understand schools are very busy places so appreciate any time given. I’m happy to meet or chat over the phone on a date and time that suits you.

Please feel free to contact me if you have any questions. I look forward to hearing from you soon.

Kind regards,

Xxxxxxxxx xxxxxxxxx

<Your contact details:>

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