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Dear Parents and Carers

Author Visit at St Mary Magdalene, Greenwich

We would like to invite your child to join us on a visit to St Mary Magdalene School for a book talk with Kwame Alexander. Kwame is an African American award-winning poet, author and educator who has written several books and graphic novels. For more information on the author go to <https://kwamealexander.com/about/me/c/455>.

The author visit is on **Monday 14 November from 14:00-15:00**. We will leave school at 13:00 and be back by 15:45. We will travel by bus and the group will be accompanied by Ms Jessica Diamond and Ms Gayle Viegas.

Please, see details below:

- **Venue:** St Mary Magdalene C of E School, 1 Hendon St, London SE10 ONF
- **Meeting:** Library at 13:00
- **Staff:** Ms. Viegas and Ms. Diamond
- **Travel arrangements:** Walk and bus (Your child will require a Zip card)

Please fill in and return the slip below as soon as possible.

Yours sincerely,

A handwritten signature in black ink that reads "G Viegas". The signature is written in a cursive, flowing style.

Gayle Viegas
Librarian

Please complete and return to Gayle Viegas in the library

Name of Student: _____

Tutor group: _____

Please tick the correct column	Yes	No
I give permission for my child to participate in the trip to St Mary Magdalene School.		
I give permission for my child to be dismissed from St Mary Magdalene's School, Greenwich.		
I give permission for the teacher in charge to authorise any urgent medical treatment.		
My child has a medical condition or allergy (details below) which may affect them on this trip.		

Emergency contact number: _____

Signature of parent or carer: _____

Date: _____