**LETTER TEMPLATE 1: NON-FENCING SCHOOLS**

[Club Logo] [Address L1] [Telephone]

[Address L2] [Mobile/Fax]

[Address L3] [Email]

[Address L4] [Website]

[Date]

Dear [Head teacher/Head of PE etc.],

We at [club name] are keen to develop the sport of fencing within [name of borough/town/city/county] and see working in schools as key to this. As far as we are aware, your school has never participated in fencing before and we would love to give your pupils the chance to give it a go.

Fencing is a sport that can be enjoyed by any person of any age or sporting ability. Due to the “linear” nature of the sport, children who struggle with conventional school sports such as rugby and football often excel at fencing as it places different demands on the brain and body. Schools who have engaged in fencing have also reported the following benefits:

* An increase in physical activity amongst pupils who do not usually engage with sport.
* Improved communication skills: students recognising their own and their peers’ behavioural and communication styles.
* Better student attention rates: introducing activities that are fun, new and challenging helps to create an excitement about learning.
* Improved multi tasking and mental stimulation: students need to think about their next move, while executing the present one.
* Higher student motivation, energising students and creating a memorable experience that will re-invigorate pupils.

Fencing is featured in all four levels of the Youth Sport Trust’s School Games programme (<http://www.yourschoolgames.com/>), meaning that not only will your students have the chance to participate in this great sport, they’ll have the chance to compete against other schools as well. We’ll be able to assist with the organisation of a competition, or there are resources available at <http://www.britishfencing.com/clubs/change4lifeschoolclubs/>.

If you’re looking at up-skilling teachers and/or young leaders in your school, British Fencing will be able to run a *GO/FENCE* leader course. You should contact Jack Boteler at British Fencing HQ on [jack.boteler@britishfencing.com](mailto:jack.boteler@britishfencing.com) or 020 8742 3032.

If you want to give our fantastic sport a go, we’ll be happy to run a free taster session in your school with a view to setting up a regular fencing club. If you’ve got any questions, please don’t hesitate to get in touch via the contact details listed at the top of this letter.

We look forward to hearing from you soon.

Yours sincerely,

[Signature]

[Name & Position]

**LETTER TEMPLATE 2: GO/FENCE SCHOOLS**

[Club Logo] [Address L1] [Telephone]

[Address L2] [Mobile/Fax]

[Address L3] [Email]

[Address L4] [Website]

[Date]

Dear [Head teacher/Head of PE etc.],

We at [club name] are keen to develop the sport of fencing within [name of borough/town/city/county] and see working in schools as key to this. We have been informed by British Fencing that your school recently ran a GO/FENCE Leader course and is running a GO/FENCE club and we would like to enquire about the possibility of forming a school-club link. As your school is already participating in fencing, you will hopefully be fully aware of many of the benefits that our sport has to offer.

There are a number of benefits to forming a school-club link:

* Support for leaders in the delivery of sessions and delivery of CPD sessions.
* Assistance with the organisation of competitions (fencing is featured in all four levels of the Youth Sport Trust’s School Games programme, <http://www.yourschoolgames.com/>; resources are available at <http://www.britishfencing.com/clubs/change4lifeschoolclubs/>).
* Provides an exit route for students, leaders and volunteers who wish to further their participation in the sport.
* A successful school-club link and a strong PE and school sport offer will raise the school’s profile in the community, which will assist in attracting new pupils.
* Access to an increased range of equipment.

If you are interested in the possibility of setting up a school-club link or if you require further information, please do not hesitate to get in touch with us via the contact details listed at the top of this letter.

We hope to hear from you soon.

Yours sincerely,

[Signature]

[Name & Position]

**LETTER TEMPLATE 3: CHANGE4LIFE SCHOOLS**

[Club Logo] [Address L1] [Telephone]

[Address L2] [Mobile/Fax]

[Address L3] [Email]

[Address L4] [Website]

[Date]

Dear [Head teacher/Head of PE etc.],

We at [club name] are keen to develop the sport of fencing within [name of borough/town/city/county] and see working in schools as key to this. We have been informed by British Fencing that your school is one of the schools that chose fencing as part of the Change4Life sports club programme and we would like to enquire about the possibility of forming a school-club link. We are aware that some Change4Life fencing clubs are no longer operating; whether your club is still in operation, has ceased to operate or never got off the ground in the first place, we believe that we have something to offer you.

Fencing is a sport that can be enjoyed by any person of any age or sporting ability. Due to the “linear” nature of the sport, children who struggle with conventional school sports such as rugby and football often excel at fencing as it places different demands on the brain and body. Schools who have engaged in fencing have also reported the following benefits:

* An increase in physical activity amongst pupils who do not usually engage with sport.
* Improved communication skills: students recognising their own and their peers’ behavioural and communication styles.
* Better student attention rates: introducing activities which are fun, new and challenging helps to create an excitement about learning.
* Improved multi tasking and mental stimulation: students need to think about their next move, while executing the present one.
* Higher student motivation, energising students and creating a memorable experience that will re-invigorate pupils.

There are a number of benefits to forming a school-club link:

* Support for leaders in the delivery of sessions and delivery of CPD sessions.
* Assistance with the organisation of competitions (fencing is featured in all four levels of the Youth Sport Trust’s School Games programme, <http://www.yourschoolgames.com/>; resources are available at <http://www.britishfencing.com/clubs/change4lifeschoolclubs/>).
* Provides an exit route for students, leaders and volunteers who wish to further their participation in the sport.
* A successful school-club link and a strong PE and school sport offer will raise the school’s profile in the community, which will assist in attracting new pupils.
* Access to an increased range of equipment.

If you’re looking at up-skilling teachers and/or young leaders in your school, British Fencing will be able to run a *GO/FENCE* leader course. You should contact Jack Boteler at British Fencing HQ on [jack.boteler@britishfencing.com](mailto:jack.boteler@britishfencing.com) or 020 8742 3032.

If you are interested in the possibility of setting up a school-club link or if you require further information, please do not hesitate to get in touch with us via the contact details listed at the top of this letter.

We hope to hear from you soon.

Yours sincerely,

[Signature]

[Name & Position]