(School headed paper)

**Successful applicant**

Dear

Year 10: Mental and Emotional Wellbeing Group

Thank you for applying to take part in the above group, and I am pleased to confirm that we would like you to take part. The work of the group is very important in helping us understand the mental and emotional wellbeing needs of our young people and how we as a school may be able to make changes and provide support to promote the positive mental health of our pupils.

The first meeting will be held on (date) ….in (room)… from (time). As you know, there will be four sessions and you must commit to being present at them all. Dates and times of subsequent session will be shared with you at the first meeting. All the sessions will be led by Xxxx.

Once again thank you for agreeing to participate. You will be provided with a certificate at the end of the sessions confirming that you took part in the process.

Yours sincerely