**Template invitation letter to MP**

***[TITLE: MR/MS/HON] [FULL NAME OF MP], MP***

***[ADDRESS LINE 1]***

***[ADDRESS LINE 2]***

***[DATE]***

Dear ***[TITLE] [NAME OF MP]***,

**Invitation to visit *[Name of school]***

***[Name of school] [has been awarded / is working towards]*** a prestigious Artsmark Award from Arts Council England, the only creative quality standard for schools and education settings, accredited by Arts Council England. Artsmark supports and celebrates schools dedicated to offering diverse, high-quality arts and cultural provision for all children and young people.

***[Name of school]*** has been working towards this award since ***[insert date]*** and we **[have/had]** to evidence how we’re embedding arts, culture, and creativity across our whole curriculum and within our improvement plan.

From 7-11 November, we’ll be taking part in Artsmark Celebration Week with schools across the country to showcase our creative achievements and advocate for diverse, high-quality cultural education for all young people.

We’d love to invite you to visit [Insert school name] during this week to show you Artmsark in action and celebrate what ***[name of school***] and our pupils ***[have achieved/are developing].***

***[The middle section of the invite should detail what the proposed event is and what you’d like the MP to do. For example, if your event is a reception to celebrate receiving your award, then you may like the MP to present your certificate and say a few words on why art and cultural education is important for children and young people. Or, if your event focuses on a performance or exhibition that will include celebrating your award and Artsmark’s 20th anniversary, alert your MP that they’ll be watching a performance or viewing pupils’ work. You can also say that the local media will be invited, if this is the case]***

I do hope you can join us to celebrate creativity at ***[name of school]*** and our pupils’ success.

I look forward to hearing from you and thank you in advance for your support for ***[name of school]***. You can contact me at ***[email]*** or ***[telephone]***.

Best wishes,

***[Name]***