DATE

Dear NAME

**Event name Irish Dancing Championships**

I am writing to you in my capacity as Chairperson of the Midlands Regional Council of Irish Dancing which is a subsidiary body of the Irish Dancing Commission, an organisation with charitable status, based in Dublin.

We have many dancers in the Midlands area who work extremely hard to gain an entrance place to National and International competitions, as well as maintaining their academic work and commitment. These competitions are held annually and whilst competition organisers do their utmost to program such events out of school time, this is not always possible due to the ongoing increase of numbers to this sport.

Your cooperation in the past years has enabled many of your students to progress onto the international stage at World Class level.

I am writing to request permission for NAME to be granted absence to attend the NAME Championships DATE

Dance is a great way to develop students’ life skills. Along with actual dance skills, the benefits are many such as developing social interaction, discipline, respect, dedication, physical health, teamwork, work ethics and attitude. Irish Dance also allows students to experience the history and traditions of Irish culture and provides the opportunity to visit many places a student would not normally have chance to.

Many thanks, in advance, for your consideration with this matter and if you have any queries, please do not hesitate to contact me; I will be pleased to assist.

Yours sincerely,

**Kevin McCarron**

**Chair**

**Midlands Regional Council**