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January 19<sup>th</sup>, 2010

Dear Prospective Parents,

I would like to take this opportunity to inform you that on February 6<sup>th</sup> (Saturday) Makuhari International School will be holding an information session at the school between 1.30pm and 3.30pm. This 'Information Session' will be for families of children interested in applying for admission to our Kindergarten or Elementary Schools for the 2010 – 2011 school year beginning in April 2010. This 'Information Session' may be of particular interest to families not only in Chiba, but further afield.

**Date:** February 6<sup>th</sup> (Saturday)  
**Times:** 1.30pm – 3.30pm.  
**Application close:** February 5th  
**Venue:** Makuhari International School Hall

*Please see the school website for directions to get to the school*

I shall be making a presentation about the school after which time there is the opportunity for you to ask questions. Some administration and teaching staff may also be available to answer questions regarding admissions procedures and any further educational matters – depending on numbers coming. Please note that as we have organised several Information Days previously, we will not be expecting many parents to attend this one. This is an extra for those who were not able to come to previous Information Days. As such, bearing in mind there may be less parents than usual, the atmosphere may be slightly less formal than expected.

At this meeting, we would request that if children do attend, they are supervised by parents at all times. This includes if they are outside playing. Teachers will **not** be available to supervise children.

We anticipate that there may be parents who will have already decided to apply for their child to join Makuhari International School as well as some parents who are as yet undecided. All are very welcome. If you have friends and/or colleagues who are interested in attending, please let them know.

The office would be very grateful if you could let them know once you have decided to attend by sending the 'Application Form for the Information Session' by fax to the office by Friday 5th February. Please note for those people attending the information session, enrolment documents will not be posted in advance, but will be given to you on February 6th. This form is available on our website.

We ask that you do not park in the school parking lot as we do not have enough parking space available. The nearest public parking space from the school would be the French supermarket called 'Carrefour'. It is within walking distance and it takes about 5 minutes from there to get to the school. We appreciate your understanding in this matter.

Regards,

P. Rogers  
Head of School