



<Event Name>

<Date>

<Venue>

### Qualifying Letter

Dear Qualifying School,

Congratulations on your recent success in your area \_\_\_\_\_ event. As you have finished in the top \_\_\_\_\_ we would like to invite you to participate in the ISA National \_\_\_\_\_.

The competition will take place on \_\_\_\_\_ at \_\_\_\_\_ between \_\_\_\_\_ (times will be confirmed closer to the date). If you could **please confirm your attendance at the event** by email as soon as possible to [isasport@isaschools.org.uk](mailto:isasport@isaschools.org.uk) it would be much appreciated, you will also be manually added to the event via Squad in Touch which is our tournament application.

Please note that you are expected to provide one official per team as it will be required to be a 'neutral official' for matches which do not involve your school. You must ensure you have adequate cover for supervision of your team etc (U11/U13 Netball only).

We are also looking for sports leaders who could help with the running of the event, running results from pitches/courts to the results booth etc. If you have any pupils who would be interested in this opportunity, please let us know. They will be provided with refreshments, event tokens, work experience references, and certification etc.

There will be a hoodie printing company present on the day of the finals. If you wish for your team names to be included on the back, we will be sending out a form in the last email correspondence with you.

Further information about the competition will be sent out nearer the time. As a guideline:

- 1 month before event you will be asked to reconfirm attendance
- 1 month before you will receive a parents and coaches information document
- 1-2 weeks before you will receive an event programme electronically

**If you have any questions, then please do contact Scott Brand and Emily Ward using the email below**  
[isasport@isaschools.org.uk](mailto:isasport@isaschools.org.uk)

Kind regards

**ISA National Sport**

**01799 610 189**

**07842 767 165 (Scott)**

**07842 767 163 (Emily)**

[isasport@isaschools.org.uk](mailto:isasport@isaschools.org.uk)