*Inviting your local councillors or MSP to attend your school’s VoiceBox competition is the perfect opportunity to engage with local decision makers and inform them of the importance of supporting children’s communication needs. Below is a template letter that you can use to invite your local politician(s). Simply fill in the blank spaces highlighted, copy and paste the text onto school letterhead or into an email.*

*You can find your school’s local councillors by entering your postcode here*[*https://www.mygov.scot/elections/local-council-elections-and-by-elections*](https://www.mygov.scot/elections/local-council-elections-and-by-elections) *and your local MSP here* [*https://www.parliament.scot/msps*](https://www.parliament.scot/msps)*.*

Dear

On behalf of insert school name I would like to invite you to join our judging panel at our school’s upcoming VoiceBox joke competition on use drop down menu to enter a date.

VoiceBox is a fun initiative run by the Royal College of Speech and Language Therapists to raise awareness of the importance of having good communication skills.

In every classroom, there are children who need expert help with speaking and understanding. By helping these children with their speech, language and communication difficulties, they become more receptive to learning, are better able to handle social situations and can develop emotional maturity.

Your attendance at our school’s VoiceBox competition would have a great impact on the success of our event, while raising awareness of an important cause. Here are the ways we are hoping you can help:

* Be on the competition judging panel to decide on our school’s winner who will be in the running to be a national finalist
* Tell your own joke to the pupils at our competition to encourage participation
* Pose for photos at the competition and support our school’s winner on social media using #voicebox2024
* Supply a quote for a press release to be sent out to local media

There will be up to 32 national finalists (one from each local authority area) and if our school winner is chosen to be one of them, he/she will attend the National Final in the Scottish Parliament on 6 June 2024. This will provide you a further opportunity to take part in the fun and support our local finalist.

You can find out more about VoiceBox [here](https://www.rcslt.org/scotland/voicebox-2024/).

We hope you will be able to join us and look forward to hearing from you.

Yours sincerely,

Insert Headteacher’s name