



Dear Principal,

When you enrich your school's academic curriculum by providing your students with additional learning opportunities, you want to see results. The kind of outcome that earns your approval, generates parent's satisfaction and supports your efforts in developing confident and successful students.

These are the results that my social etiquette training has already produced in various schools.

The objective of this course is to teach students what to do and say in different social situations, while it increases their awareness of the importance of good manners, respect, and ethical behavior.

While the students learn, share and have fun, they also improve their self-image, build their self-esteem and become more confident boys or girls. The principles and ideas presented in the training on manners, communication and people skills are clear and in a language that is easily understood.

Your students will have numerous opportunities to interact in a comfortable and supportive environment as they learn practical skills they can use immediately at home, at school, and in social situations.

Perhaps you would consider offering this worthwhile training program to your students, this year or next. Please keep in mind that I will be happy to meet with you at your earliest convenience. We will explore the options that will best suit you in regards to the frequencies, dates and times. My e-mail address is: learningmanners@palosverdes.com.

I hope for the opportunity to provide your school my services.

With much appreciation and respect,

A handwritten signature in black ink that reads 'Maggie O'Farrill'.

Maggie O'Farrill