



September 2003

**The World's Biggest Coffee Morning is fast approaching
and will take place on Friday 26th September**

**Join in and help raise over £3.5 million!
If you can make a cup of coffee, you can help people living with cancer.
Make this our best World's Biggest Coffee Morning ever!**

Dear Headteacher, Staff, Parents and Governors

Thousands of people all over the country have already discovered how easy and rewarding it is to hold a World's Biggest Coffee Morning for Macmillan. We hope you will join in the fun on the 26th September and help us raise £3.5m to make a real difference for people living with cancer.

Each and every day 732 people are diagnosed with cancer. At the moment, Macmillan can only be there for 1 in 5 of them. Your Coffee Morning will help Macmillan be there for more of them.

It's fun, it's easy and we can't do it without you

Your coffee morning at school can make a vital contribution. All it takes is a few cups of coffee and the willingness to take part. It really is a fantastic way to get people together, have a wonderful time, and join in this world record breaking event, to make a huge difference to so many lives.

Once you have decided to hold a Coffee Morning all you need to do is choose a location and register for your free fundraising pack. This pack is full of useful materials to help you organise and promote your Coffee Morning.

The money your school raises will make a real difference. Coffee mornings big and small all over the country fund vital information and counselling centres, specialist Macmillan medical staff, buildings for cancer treatment and care, as well as grants for patients in financial difficulties.

So why not join in!

To register simply call the hotline **0845 602 1246** or register on-line at www.macmillan.org.uk/coffee. You will be sent a fundraising pack full of hints and tips to make your coffee morning a great success.

We can also supply balloons, ribbon, leaflets and other promotional materials from our local fundraising office to help publicise your coffee morning.

- Last year, a tremendous £60,000 was raised for Macmillan Cancer Relief at 400 coffee mornings in Norfolk alone. The funds raised in 2002 really have made a huge difference to local people living with cancer and have helped to support many vital local services.
- Over the last 6 years Macmillan Cancer Relief has funded over £4m in cancer services in Norfolk, these include 18 medical and nursing posts including Macmillan clinical nurse specialists, 2 occupational therapists, a dietician, a consultant in palliative medicine and a GP practitioner. We continue to support the Macmillan Carers Scheme providing carers for people in Norwich, Great Yarmouth and West Norfolk. In 2002 we officially opened our £1.2m Macmillan Care and Treatment Centre and we are funding the Macmillan lead cancer nurse, the consultant in palliative medicine and 2 additional Macmillan nurse posts within the unit.
- This year we will be raising funds for a consultant in palliative medicine in the Norfolk & Waveney Cancer Network and an additional Macmillan nurse. This will bring the target for our current appeal to £1m.

We are hoping that many local schools will want to host a coffee morning to support our local appeal. We are asking for your help once again, so we can break our record both locally and nationally.

If you would like any more information on the World's Biggest Coffee Morning, or would like us to speak to your school on the work of Macmillan Cancer Relief, please telephone 01603 626433, or email your details to jwright@macmillan.org.uk

Good luck with your coffee morning and thank you for your support!

A handwritten signature in black ink that reads "Jessica Wright". The script is cursive and somewhat informal.

Jessica Wright
Norfolk Project Fundraiser