

MANOR

CHURCH OF ENGLAND ACADEMY, YORK

Established 1812 • Principal: Mr Simon Barber, MA



13th November 2017

Dear Parent/Carer,

As part of this year's end of year celebrations we are hosting a Christmas disco for students in years 7 and 8. The disco will take place on Tuesday 19th December between 6.30pm and 8.30pm in the school hall. Tickets will cost £3. To purchase a ticket please complete the reply slip and pay via parent pay or alternatively return with £3 in a sealed envelope to Mrs Lincoln. The reply slip must be returned for entry to the event. All reply slips and payments must be made by Tuesday 5th December 2017 otherwise we will not be able to allow your child entry to the event.

During the evening refreshments will be available to buy, we suggest students should bring no more than £3 to spend on refreshments. There will also be photographs taken, these pictures may be used to create a display in school or shared on the school twitter page and website.

During the event students are expected to behave as they would during a normal school day. iPads are not to be brought to the disco. Parents will be contacted to collect any student who is behaving inappropriately and may not be permitted to future events.

Please ensure the reply slip is completed in full as tickets are not available on the door.

We look forward to seeing many students having fun and enjoying the start of the Christmas period.

Yours sincerely

Mrs Lincoln
Heads of Stuart House

Manor Church of England Academy
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Please complete this section in full and return to Mrs Lincoln by Tuesday 5th December 2017.

I would like to purchase a disco ticket for _____

Form _____

Please tick as appropriate

I enclose £3	
I have paid via parent pay	
I give permission for pictures to be taken of my child	
I give permission for my child to walk home after the disco	
I will collect my child at the end of the disco	

Emergency contact name and number during the event:

Signed _____ Date _____