



9th January 2018

Dear Parent /Carer,

The Year 11 Leavers Prom this academic year will be held on Wednesday 27 June 2017 at Sandburn Hall, Flaxton, from 6:30pm – 11:30pm. Arrival time is from 6pm, and students will need to be collected by 11:30pm.

The ticket price is £38.00 per person, which includes:

- Non-alcoholic welcome drink
- 3-course dinner menu
- Disco from 8.00pm until 11:30pm
- Party bags
- Prom Awards

Once purchased the cost of the ticket is non-refundable.

Students must have a completed reply slip and purchased a ticket in order to attend. It is anticipated that photographs will be taken, as normal during the evening. In order to ensure the evening runs smoothly and everyone has a fantastic time; below are 3 rules which we ask to be followed:

1. **No alcohol or drugs** – any student who arrives under the influence will be denied entry
2. **No smoking**
3. **No re-entry** – once a student leaves the venue, they will not be allowed to re-enter.

Any student who breaks the rules will have parents contacted and will be removed from the venue. This prom will probably be the last time many students can get together socially and we hope that it is an event to be remembered for all the right reasons. We hope that all pupils will be able to attend the prom; however, in the event that behaviour in school is poor, the school will remove the privilege of attending prom. In the event that this is necessary this will be communicated to home by me, and unfortunately the ticket price will not be refunded.

If you have any questions, please do not hesitate to contact myself.

Yours sincerely

Miss Charlotte Day

Head of Year 11



Manor Church of England Academy

Year 11 Leavers Prom

Wednesday 27 June 2017

6.30 – 11.30pm

Sandburn Hall

I give permission for (student name) to attend the above named event. I have read the 3 rules and have discussed them with my child.

Payment is preferred by Parentpay at www.parentpay.com but where this is not possible payment can be made by cheque (The Hope Learning Trust) or cash.

I have paid by Parent Pay

Or - I attach payment for the prom ticket at a cost of £38.00 (please tick below):

cheque cash or,

Signed (parent / carer)

Emergency contact details for the evening....

Emergency contact number (mobile)

Person to ask for

Once the payment and consent form have been received prom tickets will be available from Miss Day, from Monday 16th April

The final date to purchase a ticket will be Friday 23rd March 2018