



28th January 2019

Dear Parent/Carer

On 24th June 2019 Manor Church of England Academy will be hosting the Y11 Leavers Prom at York Racecourse in the Dante and Nunthorpe Suites. Prom is a significant event in celebrating the secondary experience of any child, but it is an event that we hold to celebrate participation, commitment and motivation. Receiving an invitation is recognition of this success, and as such students must meet certain criteria in order to attend.

In order to receive an invitation to Prom we expect all students in Year 11 to meet the expectations of the academy in relation to behaviour, attendance and attitude to learning. All students will:

- **Have an attendance greater than 90%***
- **Have no fixed term or permanent exclusions from January 1st 2019**
- **Have not been placed in Internal Exclusion more than 3 times from January 1st 2019**
- **Have not been removed from a lesson more than 3 times from January 1st 2019**
- **Have not been late to school 10 or more times from January 1st 2019**

*Any student whose attendance falls below 90% as a result of a significant medical condition or injury has the right to request consideration due to extenuating circumstances. Medical evidence will be required in this situation, and the decision made is final.

As you can see from the above criteria the vast majority of the year group will qualify to attend prom with no issues. I have communicated the criteria above very clearly already to the students and their form tutors have reinforced this.

The ticket price will be £39.00 per person, which includes:

- A non-alcoholic welcome drink
- 3-course dinner menu
- Disco from 8:30pm until 11:30pm
- Prom Awards
- Little extras organised by the prom committee

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.

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

Yours sincerely
Mr Timothy Godfrey
Head of Year 11

Manor Church of England Academy
Millfield Lane, Nether Poppleton, York YO26 6PA
Tel: 01904 798722 Fax: 01904 782902

Email: admin@manorceacademy.org

www.manorceacademy.org

A member of the Hope Learning Trust, York
www.hopelearningtrust.org

Company registered in England no. 7559537. VAT no. 117 4568 08.
Registered office Millfield Lane, Nether Poppleton, York YO26 6PA.



EBOR
TEACHING SCHOOLS ALLIANCE
Because great teaching changes lives



**Manor Church of England Academy
Year 11 Leavers Prom
Monday 24th June 2019
6.30 – 11.30pm
York Racecourse**

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 (Hope Learning Trust) or cash.

I have paid by Parent Pay

Or - I attach payment for the prom ticket at a cost of £39.00 (please tick below):

cheque or cash

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 Mr Godfrey, from Monday 8th April

The final date to purchase a ticket will be Friday 22nd March 2019