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1 March 2023

Dear Parents/Carers

**Year 11 School Prom,
Thursday 22 June 2023, 7.00pm until 11.30pm**

We are delighted to inform you that we are hosting this year's prom on Thursday 22 June 2023 at **The Village Hotel, Otley Road, Headingley, Leeds LS16 5PR**. This will be an opportunity for our students to celebrate their efforts and achievements during the incredibly difficult past couple of years with their friends, teachers and support staff. The evening comprises of the use of the inspiration suite function room, a summer mocktail on arrival, 2 course evening meal and DJ. The cost of the school prom is £34.00 per student. To reserve a place, please complete the Google Consent Form (<https://forms.gle/yVXCUNCeC21QPPFM8>) and complete payment via Parent Pay no later than Friday 28 April 2023.

Transport to and from the Prom

Please note that you are responsible for your child's safe transport to and from the event. It is scheduled to finish at 11.30pm. We would really appreciate you being prompt in picking your child up at the end of the evening as the members of staff attending the event are required to be in school the next day.

Security, Safety and Standards of Behaviour

We reserve the right to withdraw a student's place at the Prom at any time until Thursday 22 June 2023, based on their behaviour record (including attendance in the run up to GCSE exams) during Year 11. In the unlikely and unfortunate instance of a student's place being withdrawn, the school will refund money that has been paid.

Security and safety arrangements have been put in place for the event and the Senior Leadership team and other staff will be present throughout the evening. However, it is important to stress that school rules still apply and that our usual high standards and good behaviour will be expected from all in attendance. Students will not be allowed to smoke or to drink alcohol. Any student breaking these rules or behaving inappropriately will be asked to leave the function. Please note that your child will not be readmitted to the Prom should he or she leave the venue at any time during the evening. We will contact you in the event of any poor behaviour from your child and we therefore require you to provide us with a telephone number where you can be contacted on the night on the attached consent form.

Staff and Year 11 pupils are looking forward to this celebration and we thank you in advance for your support with the event.

Yours sincerely

D Kelly
Headteacher

