

Dear Parents/Guardians

Year 11 Prom Friday 1 July 2016

This year's prom will take place at The Copthorne Hotel, Merry Hill, on Friday 1 July 2016, from 7.30pm until 11.00pm. The cost of the evening is £36, which includes a buffet and DJ.

A deposit of £10 is required with the reply slip below in order to secure a place – all deposits are due by Thursday 10 December 2015 and should be handed into student reception.

Please be aware that places are limited, therefore, places will be given on a first come first served basis!

Pupils wishing to go to prom are expected to have:

- above 96% attendance (from 12 November 2015)
- a good punctuality record
- a good behaviour record

As mentioned above, pupils will be closely monitored and given a separate 'prom attendance' which starts from 12 November 2015. Please be aware that holidays count as an unauthorized absence and will negatively impact upon attendance. Furthermore, please note that if the above criteria are not met, pupils will forfeit the right to attend prom and may lose their deposit.

Please note that prom is for Year 11 pupils from Ormiston Forge Academy only.

Pupils are expected to make their own travel arrangements to and from the venue.

Please do not hesitate to contact me if you wish to discuss this further.

Yours sincerely

J Southern

Mrs Southern
Head of Year 11

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REPLY SLIP (to be returned to student reception)

Name: Form:

I consent for my son/daughter to attend the Year 11 prom on Friday 1 July 2016. I enclose a deposit of £10 to secure a place.

I understand that my son/daughter needs to meet the criteria in order to be allowed to attend and the Academy reserve the right to refuse entry if this criteria is not met.

Signed:(parent/guardian)

