

12 March 2019

For the Parent or Carer of XXXXXXXXXXXXX

Dear XXXXXXXXXXXX

Re: Year 11 Prom – Friday 28 June 2019 at The Haydock Racecourse

You will be aware that at the start of the year, the school made it clear that all students would be invited to attend the Year 11 Prom provided that they met a specific set of criteria linked to reward points, behaviour, attendance and punctuality.

The criteria for invitations have since been reviewed and we are now at a point where we feel it is appropriate to inform you of the situation in relation to XXXX being invited to this high profile event.

Having reviewed XXXXX progress in relation to our criteria, I am pleased to inform you that XXXXX is currently on track to meet the required standard and should XXXXX continue to do so until the conclusion of the GCSE exams, XXXXX will receive an official invitation to attend the Year 11 Prom in due course.

I would, ask for your continued support in ensuring that XXXXX continues to focus on the final GCSEs which are fast approaching and I look forward to welcoming XXXXX at this prestigious final Year 11 event in June.

We are in the process of finalising arrangements for the event - the cost will be **£35.00**, which will include a 3-course meal and soft-drink on arrival. Full payment for the prom will need to be paid by **XXXXXXXX** and we request that you please use the reply slip below to return payment, which will advise us of any dietary needs.

Yours sincerely



P Lamoury
Deputy Headteacher

Please hand in to Mrs Sinclair (Head of Y11) (E4) before XXXXXX 2019
Re: Year 11 Prom – Friday 28 June 2019 at The Haydock Racecourse

Name of Student: XXXXXXXXXXXXXXXXXXXX

I enclose full payment of £35.00

Dietary Needs to be taken into consideration are:- _____
