



5 November 2021

Dear Parent/Guardian

### **Year 11 Prom – Friday 1 July 2022**

I am excited to let you know that I am preparing for the year 11 Prom. This will be a brilliant opportunity for students of year 11 to celebrate the end of their time with us as a community. I have been lucky to secure a great venue for this - Wokefield Park <https://www.devere.co.uk/wokefield-estate/meetings-events/>

Following my previous letter, I am letting you know that we received enough interest to proceed with the Prom at this stage. However, the year 11 Prom going ahead is still dependent upon receiving confirmed payment from at least 110 students. Should we not receive payment for our minimum number, then I am afraid we will be unable to hold the prom. As such, I ask that payment is made as soon as possible, and no later than the payment date. Should we be unable to hold the Prom due to not reaching the minimum number, then payments will be returned to those that had purchased a place.

We will be holding the Prom from 7:00 – 10:30pm at Wokefield Park on Friday 1 July 2022. The ticket price of the Prom will be £35 per student. This will include as a minimum:

- A glass of fruit punch on arrival;
- Finger buffet menu;
- DJ & Disco;
- Dancefloor;
- Security.

We are very much looking forward to the event and are confident that our year 11 students will behave appropriately and enjoy a very pleasant end to their school career at Maiden Erlegh School in Reading. However, I do need to draw to your attention to the following:

- The ability to attend the event will depend on your child's behaviour in the run-up to the event. Invitations to attend will be issued at the discretion of the Head of Year 11;
- Once paid, the ticket is non-refundable unless the event is cancelled by the school;
- The ticket is non-transferrable;
- All students will be expected to behave sensibly at the event. If their behaviour is considered unacceptable on the evening, you will be asked to come and collect your child;
- Parents will be liable for any damage caused at the venue by their child;
- No alcohol or other substances will be permitted. Any student seen to be in possession of these items will be removed from the event.

In order to be able to run the Prom, we are asking for a **compulsory** payment of **£35** per student, which is payable through **ParentPay by Wednesday 17 November 2021**. *Payment should be made if you are in agreement with the conditions set out in the Parent Agreement below.*

## Parent Agreement

I have read the information letter regarding the above named trip and agree to my child participating.

I understand that I am responsible for ensuring:

- The ability to attend the event will depend on my child's behaviour in the run-up to the event. Invitations to attend will be issued at the discretion of the Head of Year 11;
- Once paid, the ticket is non-refundable unless the event is cancelled by the school;
- The ticket is non-transferrable;
- All students will be expected to behave sensibly at the event. If their behaviour is considered unacceptable on the evening, I will be asked to come and collect my child;
- Parents will be liable for any damage caused at the venue by their child;
- No alcohol or other substances will be permitted. Any student seen to be in possession of these items will be removed from the event;
- That my child arrives at the venue on time and for making arrangements for them to get home on our return;
- Staff have up to date and accurate contact **and medical details at the time of the event, and all relevant medication. Please either update the information directly via the SIMS Parent App or email [MERoffice@maidenerleghschool.co.uk](mailto:MERoffice@maidenerleghschool.co.uk) if your child's medical information has changed.**

I am really excited to have this opportunity to celebrate year 11 and I hope that we will see the entire year group in attendance.

If you have any queries, please contact your child's form tutor via the school reception.

Yours sincerely



**Miss R Davies**  
Head of Year 11