



5th April 2019

Dear Parents

As I'm sure you are aware, Upper 5 have been planning their end of examination celebration. This year, they have opted to organise a prom.

The prom will take place at school, in the PAC, on **Tuesday, 18th June**, with arrival drinks being served at **6.30pm**; parents and staff are invited to join the girls for drinks and photographs. At **7.00pm**, we ask that parents and all but a few members of school management and leadership leave so that the girls can begin their celebrations with their friends and guests. The prom will finish at **10.30pm** prompt.

Upper 5 have been busy over the last two terms raising money to contribute towards the cost of the evening, therefore tickets for the evening will be £20 per person. The girls may bring a 'plus one' if they wish, also at a cost of £20. Ticket price will cover arrival drinks, a two course buffet dinner, soft drinks, DJ entertainment and photographer. The girls won't need any further money during the evening.

As I'm sure you will agree, this will be a very special and memorable evening for all. In order to make it a success I have already discussed with the girls the school's expectations on behaviour of themselves and their guests.

Our CODE OF BEHAVIOUR is outlined below:

- The behaviour of guests is the responsibility the person inviting them. I will require names of any guests when tickets are purchased.
- Zero tolerance on alcohol consumption, cigarettes and other illegal substances. Anyone deemed to be under the influence of the above, either before or during the prom will be sent home at parents' expense.
- School rules will be adhered to throughout the evening.

So that plans can continue, we are now at a stage where we need to confirm numbers.

To secure your daughter's place at the prom, please complete and return the attached form with £20 per ticket by **Friday 10th May**. Please make cheques payable to 'Gateways Educational Trust Ltd'. Alternatively, a bank transfers can be made into the school account, sort code 60 60 05, account no. 86480995.

Please do not hesitate to get in touch should you have any questions about the evening.

Yours sincerely

Sara Holmes
Head of Pastoral Care (High School)
sara.holmes@gatewaysschool.co.uk
To: Mrs Holmes, Gateways School

Headmistress: Dr T Johnson BSc (Hons), PhD, PGCE



UPPER 5 PROM: Tuesday 18th June 2019

I wish to purchase a ticket for my daughter..... to attend the U5 prom.

My daughter wishes to bring..... as her guest.

I enclose £..... (£20/ticket).

Parental contact number for the evening of the prom:

Adult numbers for pre-prom arrival drinks:

CODE OF BEHAVIOUR

I will not take or consume any alcoholic beverages, cigarettes or illegal substances before or during the prom. I will adhere to school rules at all times. I understand that the behaviour of my guest is my responsibility and that they will adhere to the school's Code of Behaviour.

I understand that if I contravene this code of behaviour, myself &/or my guest will immediately be sent home at my parents' expense.

Pupil's signature..... Date.....

Parent's signature..... Date.....