

27 May 2021

Dear Parent/Carer

As I am sure you are aware, we hope to hold a Leavers' Celebration for our Year 11 pupils, should Government restrictions permit at the time. Unfortunately, we cannot say with any certainty whether this event will go ahead which is why we are unable to hold a formal prom this year. We respectfully ask that you **do not** purchase any formal prom wear for your child, as we do not want any parents/carers to lose money if the evening is cancelled, nor do we want any of our families to feel the pressure of providing for prom expenses at such short notice.

To celebrate the milestone of pupils completing their secondary education, we are intending to hold a leavers' celebration at Beamish Hall, in County Durham, on **Thursday 8 July 2021**. The cost of the evening is £32; this includes a welcome drink on arrival, a buffet meal, a disco, and transport to and from the venue. Please note that all pupils attending the event must travel on the coach organised by the school. The coach will leave school at 6pm and will return at approximately 10.45pm. Arrangements **must** be made to collect your child from school at this time. In the spirit of the evening, we ask parents not to organize any other methods of transport and thank parents and carers in advance for your co-operation with this.

To secure your child's place, we ask that a **non-refundable deposit of £15** is paid by **Wednesday 9 June 2021**, at the latest. This will allow us to see if there is enough interest in the evening to enable us to secure the booking. Please be aware that in the event of the celebration being cancelled by the venue due to covid-related reasons, you will receive a full refund. However, if pupils cannot attend due to contracting Covid or having to self-isolate, we cannot guarantee monies will be able to be refunded; therefore, payment of the deposit is made at your own risk. The remaining balance is due by **Wednesday 23 June**; all payments can be made via ParentPay. There will be a bar selling soft drinks only at the venue, if pupils wish to bring some spending money on the night itself.

In addition, to attend the event, the attached form **or** the electronic version sent by text **must** be filled in with details of any allergies/dietary requirements along with **two** emergency contact numbers. We must have two contact numbers for people who would be able to collect your child on the evening of the event, if this were required. **Pupils will not be allowed to attend** if we do not have the emergency contact information.

Finally, in order to avoid any safeguarding issues or disruption to what should be a fantastic celebration, the school reserves the right to refuse attendance to any pupils who display unsatisfactory behaviour. This also applies to any pupil who appears, on the evening, to be under the influence of alcohol or drugs. If this occurs, money cannot be refunded.

We sincerely hope that the event can go ahead and we thank you for your ongoing patience and support. If you have any questions, please do not hesitate to contacting me by phone or by emailing me at moorec@hebburn.net.

Yours Sincerely

C Moore

Mrs C Moore
Head of Year 11

Please only complete the following paper copy **if you have not** completed the online version.
Return to school via reception.

CONSENT FORM

YEAR 11 CELEBRATION – BEAMISH HALL, COUNTY DURHAM – THURSDAY 8 JULY 2021

Pupil Name:

Form:

I agree to the conditions laid out in the letter dated 27th May 2021.

I would advise that I have paid/will be paying £15 deposit via ParentPay

I agree to pay the balance by Wednesday 23rd June

| | Name | Number | Relationship to Pupil |
|-----------|------|--------|-----------------------|
| Contact 1 | | | |
| Contact 2 | | | |

If your child has any dietary requirements or allergies, please inform us below.

| | |
|---------------------------------|--|
| Allergies/ Dietary requirements | |
|---------------------------------|--|

Signed: (Parent/Carer)

Signed: (Pupil)