



Highfields School

Headteacher: Mr A Marsh



Highfields Upper School

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Highfields Lower School

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Our ref: LH/PROM

March 2019

Dear Parent/Carer

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YEAR 11 PROM

I am delighted to confirm the Year 11 Prom will take place on **Friday 21 June 2019** at Alfreton Hall in Alfreton, to celebrate the hard work and effort shown by our students during their time at Highfields.

The ticket price of £35 includes a welcome drink, meal, disco and fireworks at the venue and transport to and from the venue. All students must travel to and from the venue on the coaches provided.

A photographer will be present during the evening and your child will be able to purchase full colour prints, presented in a card mount, on the night. Soft drinks may also be purchased at the venue, so please ensure your child takes enough money to cover these extras.

Please note that there will be a strict **no alcohol** policy for students at this event. If any student is suspected of consuming alcohol, or any other substance, you will be required to come and collect them immediately. Similarly, you will be required to collect your child if their behaviour is a cause for concern at any point during the evening. Refunds will not be given in either case.

Payment must be made in full by Friday 3 May 2019 to enable us to finalise arrangements with the venue.

In order to keep school administration costs to a minimum we will no longer be able to process any cash or cheque payments to the school. All payments must be made via ParentPay. This is done online via www.parentpay.com or via PayPoint at local stores where you will see the PayPoint logo (see school website or school office for a list of stores). If you wish to use this method you will need to contact school to obtain a barcoded letter. Please contact the finance office if you require confirmation of your login details or any further support. Students may also use their vivos towards the cost of this event.

This event is a celebration of the hard work and effort shown by our students and is open to students who have consistently upheld the school code of conduct and shown determination and commitment in their studies. The privilege will be withdrawn for any student we deem to have fallen short of these standards. In the event we find it necessary to exclude a student from this event, our decision will be final and non-negotiable.

A reply slip is attached to this letter, which must be completed and returned Mr Tidmarsh as soon as possible to give consent for your child to attend. This is a legal requirement and we are unable to take your child to the event without this form.

Along with your child's teachers, I look forward to celebrating this wonderful occasion with your child.

Yours sincerely

Miss L Hamrouge
Head of Year 11

This is a good school. Ofsted, May 2017

A good school with an outstanding Sixth Form. Ofsted, October 2012





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YEAR 11 PROM REPLY SLIP

Please complete and return this form to Mr Tidmarsh as soon as possible to give consent for your child to attend the Year 11 Prom. This is a legal requirement and we are unable to take your child to the event without this form.

My child _____ Tutor Group _____ would like to attend the Year 11 Prom on **Friday 21 June 2019** at Alfreton Hall.

I agree to pay the full amount of **£35** by **Friday 3 May 2019**.

I understand that a parent/carer must be contactable on the night. The contact number to use for the evening of 21 June is _____

Please give details of any special dietary requirements (eg. vegetarian, lactose Intolerant, gluten free, food allergies etc)

Please give details of any medical conditions/medications which staff will need to be aware of on the night (please continue overleaf if necessary)

Signed _____ Date _____
Parent/Carer

Print Name _____

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