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30th April 2021

Dear Parent/Carer

Year 11 Prom – Reigate Manor

*Whilst we are still very much within covid restrictions, we would all like to go ahead and plan the Prom for this summer. Once again, I must say that we must follow all government advice and restrictions, so if large events are unable to take place, this would include the Prom.
With this in mind, payments for this event can only be taken through Scopay, meaning that if the event cannot go ahead we will be able to refund you directly to your bank account.*

It is with great pleasure that I would like to invite your child to the year 11 Prom. The Prom will be held on Friday 2nd July at Reigate Manor, Reigate. I am very much looking forward to celebrating the end of their GCSE studies with the students and staff.

The evening will include a transport to and from the venue, drinks upon arrival, a two course dinner with drinks, a resident DJ, a selfie mirror, security will be present at the venue.

On the evening of the Prom, I would like to invite you into the school for a drinks reception between 5.30pm and 6.00pm before the coaches depart at 6.30pm. There will be the opportunity for you to take pictures in the main hall. The Prom will finish at 11.30pm in Reigate and we expect to be back at Sackville at approximately 12.00 midnight.

The cost of the Prom is £45.00, and this price includes coach travel, hire of the venue, dinner, DJ, insurance and administration costs. There will also be a professional photographer at Reigate, who for an additional cost will be taking and printing photos. Please make payment via the online payment system no later than Friday 11th June.

Please remember that if your child is eligible for the Pupil Premium government grant we will use that to pay for the full cost of the meal.

If students decide to hire a car/limousine for part of the evening to bring them to and from Sackville or the venue, this will be entirely separate from the stated cost and will be their responsibility.

Reigate has a 'smart dress code' and it is hoped that students will dress up for the occasion.

Involvement in the Prom is a privilege and not a right, and the school reserves the right to exclude students from the Prom if their behaviour is unacceptable. **A student's involvement in the Prom is based on <his/her> attendance, punctuality, attitude to learning, attendance of all exams, behaviour and contribution to school life whilst in Key Stage 4.** Students who fall short of the expected standards will have their money refunded.



The meal offered on the evening will be either chicken or a vegetarian option. Please could you email Mrs Alice Newcomb anewcomb@sackvilleschool.org.uk as soon as possible with your child's meal choice together with any instruction with regards to dietary requirements.

Yours sincerely

Mrs G Sands

Year 11 Leader

gsands@sackvilleschool.org.uk