

09 February 2023
Ahh/sbt

Parents and Carers of Year 11 Students

Dear Parents and Carers

I am writing to update you on our end of year Leavers' Prom to which your child is invited. It will be held at **Mercure Bristol North, The Grange Hotel on Wednesday 5 July 2023, from 6pm – 11pm**. There will be no entry to students after 8.00pm.

Please remember that:

- **Alcohol** – there will be a soft drinks bar available for students; there is a **strict no alcohol policy** at the hotel for students. Students must not arrive in a condition which suggests they have been drinking alcohol or they will be refused entry by the hotel security staff and no refund can be made.
- **Only current Year 11 students** from King's Oak Academy are invited to attend this event.
- Unfortunately, in the event of **non-attendance, no refund can be made.**
- The event will be attended by members of King's Oak Staff and security will be provided by the Hotel.
- **Parents/Carers are responsible for making transport arrangements** for their sons/daughters, both to and from the event. This will be of particular importance at the end of the evening.

The Prom is being organised in response to popular demand. It is hoped that students will finish their compulsory education by celebrating with staff in an enjoyable way, which will leave them with many happy memories of their time at King's Oak. However, the need for responsible behaviour must be remembered and you are asked to discuss this with your son/daughter.

The final payment for Prom, a cost of £30, needs to be paid by Friday 5 May 2023. This can be paid via SCOPAY, the school's online payment system.

If you now wish to attend Prom, but previously did not pay a deposit, **please pay the deposit of £10 on top of the £30 balance.**

The cost includes a 2-course meal, a complimentary arrival mocktail, a red-carpet arrival, disco, and hire of the Ball Room exclusively to our students, all provided by the hotel.

We do hope that you and your son/daughter will want to support and attend this event being arranged through the Year 11 committee.

Yours sincerely



Mr A Heath
Head of Year 11

WORK HARD, BE KIND

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