



10th June 2019

Dear Parent/Carer,

Re: Y11 Last Day / Prom, 27th June 2019

As the year 11 students near the end of the exam season I want to provide an outline of the plans for the student's last day (27th June).

Morning / Leavers Assembly

Students should arrive at school and attend registration as normal for 8:25am. They should also be wearing full school uniform. It is traditional for students to want to get a school shirt signed by friends and teachers etc. on the morning of the last day. If your son/daughter wants to do this then **they should bring a second shirt with them to get signed**. They must be wearing full smart uniform for the leaver's assembly.

During the first part of period one, students will have a celebration breakfast in the lower hexagon/canteen where they can grab a bite to eat and a drink. They'll also have further opportunity to chat, sign shirts and take photos etc. during this time. The rest of the school will be in lessons and so year 11s should not be in any other area.

Half way through period one, students will make their way to the main hall for the leavers assembly. Whilst we expect the students to be in high spirits it's still important they conduct themselves properly as it is a formal assembly. The assembly will finish at approximately 10:15am and the students should then leave school site immediately. **Tickets for the evening prom will be distributed after the assembly for those attending.**

Evening / Prom

For those students attending the prom, please do not arrive at the venue before 6:15pm or after 6:45. The Courthouse venue is on a main road through Knutsford and **the cobblestone yard at the front is for drop off only**. If parents want to stay any longer (for photos etc.) then please park on the car park of Booths supermarket (which is just behind the venue and free to park after 6pm). You can then walk the short distance around the corner to the Courthouse (see map overleaf).

The prom finishes at 10pm and parents must make arrangements for transport to and from the venue. If collection is not possible then please ensure any taxis are pre-booked.

Students have been issued with RSVP cards which will also be used as medical forms. It's essential these are returned to me before the day of the prom. Any student who has not returned it will not be allowed into the prom.

It's really important that the students continue to maintain their high standards for the remainder of the exam season. I would hate for any student to miss out on these celebrations due to poor behaviour. It promises to be a fantastic day and a fitting celebration to end the year. The students have worked unbelievably hard and it's been a real pleasure being their Head of Year this year.

Yours faithfully,

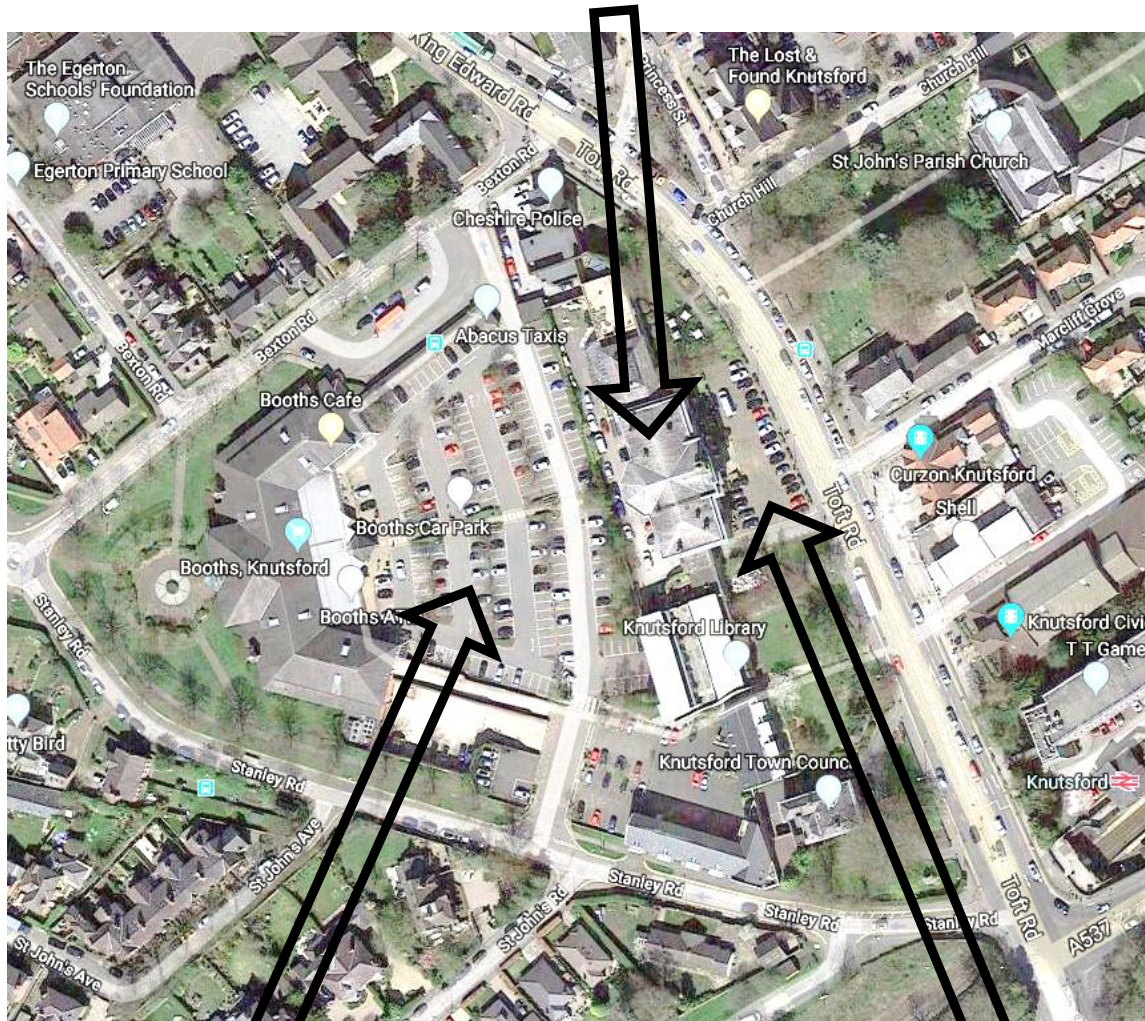
Mr T. Scott
Head of Year 11

HEADTEACHER: MR GWYN WILLIAMS

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The Courthouse (Prom Venue)



Booths Car Park

Drop Off Only