

17th January 2018

Dear Parent/Carer

Re: Year 11 Prom 2018 – Wednesday 27th June 2018 from 7.00 p.m. to 11.00 p.m.

This year's Prom will be held at the **Cedar Court Hotel, Wakefield** on **Wednesday, 27th June 2018**, from 7.00 p.m. until 11.00 p.m. The total cost of this event will be £25 per student. This will include the cost of buffet food, a non-alcoholic drink upon arrival and a disco.

If you would like your son/daughter to attend this event, please complete and return the reply slip below. Payment can be made through the Academy's payment system, ParentPay. If you are unable to make a payment in this way please send your payment of £25 to the school (cheques should be made payable to Manor Croft Academy). Regardless of the method of payment the completed permission slip and medical form must be returned to reception no later than **Friday, 25th May 2018**. All payments must also be made by this date.

The Prom is an alcohol free event and any student who appears to be under the influence of either alcohol or other substances will be sent home, any costs incurred will be charged to their parent/carer.

Yours faithfully

Sue Frizzel

Mrs S. Frizzel
Head of Year 11

✂-----

Year 11 Prom – Wednesday 27th June 2018 from 7.00 p.m. to 11.00 p.m.

Please complete and return this permission slip and completed medical form to reception no later than **Friday, 25th May 2018**. I give permission for my child to attend the Prom at the Cedar Court Hotel, Wakefield on Wednesday, 27th June 2018.

Name of Student: Form:

Name of Parent/Carer: Contact Mobile No:

Signed Parent/Carer: Date:

Payment method:

I will make payment for the event of £25.00 through ParentPay.

I have enclosed my payment of £25.00 cash or cheque

(made payable to Manor Croft Academy). (please tick as appropriate)