



May 2016

Dear Parent/Carer

## Sir William Ramsay School Year 13 Prom

To celebrate the end of their time at Sir William Ramsay School, a Prom has been organised for Year 13 students at Hazlemere Golf Club, Penn Road, Hazlemere, on **Friday, 8th July 2016**. This is an annual event which is exclusively for Sir William Ramsay students and their invited guests; it is a great opportunity for the Class of 2016 to get together for the final time as a group. The evening starts at 7.00 pm and finishes at 11.30pm. The cost of the evening is **£28** which will include a welcome drink, buffet, photo booth and music throughout the evening. We have been assured that all meat products will be to Halal standards.

If you wish your son/daughter to participate in this event, please sign and return the attached Parental Consent Form and reply slip to School Reception, and make your payment of **£28** for each ticket via ParentPay ([www.parentpay.com](http://www.parentpay.com)), our online payment system, choosing the service 'Sixth Form Prom'. Please return all forms and make payment no later than 3.00 pm on **Friday, 27th May 2016**.

You are also required to sign to indicate your acceptance of the conditions of attendance. Details of a telephone number are also required should we need to contact you during the evening. Students are permitted to bring a guest to the event; however we would ask for details of the guest and their parent/carer's details in case of an emergency.

It is important that your son/daughter is collected from Hazlemere Golf Club promptly at **11.30 pm**. If transport has been arranged and is late then parents/carers will be asked to collect their son/daughter from the venue.

Please emphasise to your son or daughter that this is a non-smoking event and that serious consequences will follow if this policy is not adhered to. In line with the licensing regulations, students aged 18 and over will be asked for photographic evidence and proof of age if they wish to purchase alcoholic drinks from the club's bar.

The Prom will be attended by staff who will supervise throughout the evening and they reserve the right not to allow entry to students should they arrive drunk.

Final arrangements and tickets for the event will be distributed nearer the time once all payments and forms have been returned.

We are sure that this will be a memorable occasion and an enjoyable finale to Year 13 studies.

If you have any queries please contact either of us on the school telephone number.

**NB: Places will be allocated on a first-come, first-served basis. We cannot guarantee availability of places after the deadline date; therefore it is advisable to book your place early.**

**Mrs V. Aldred**  
Sixth Form Learning Mentor

Head: Mark Mayné

**Miss L Holmes- Lubiewski**  
Head Girl

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