

19<sup>th</sup> September 2018

Dear Parent/Guardian

I would like to take this opportunity to update and inform you of the arrangements for the Year 11 Prom. This year's Prom will be held on Thursday the 27<sup>th</sup> June 2019 at Twycross Zoo and tickets can be bought once all invitations have been sent out.

The Prom is a privilege that we would like as many Year 11 students as possible to partake in. In order for your son or daughter to receive their invite for the Prom they must comply with three simple requirements:

- They must achieve 100% attendance between the dates given below
- Students must have no entries on the behaviour log nor behaviour points for the dates given below
- Students must also not receive more than three late marks between the dates given below

Students will have four opportunities to achieve their Prom invite; the first round of invites will be awarded during the week beginning 7<sup>th</sup> January 2019 for students achieving the above between 5<sup>th</sup> September 2018 and 21<sup>st</sup> December 2018. The second round will be awarded during the week beginning 25<sup>th</sup> February 2019 for students meeting the above requirements between the 7<sup>th</sup> January 2019 and 15<sup>th</sup> February 2019. The third round of invites will be awarded the week beginning 29<sup>th</sup> April 2019 for students achieving the above between 25<sup>th</sup> February 2019 and 12<sup>th</sup> April 2019. The final round of invites will be awarded the week beginning 4<sup>th</sup> June 2019 for students achieving the above between 29<sup>th</sup> April 2019 and 24<sup>th</sup> May 2019.

Students will have the opportunity to increase their attendance percentage by attending a variety of after school revision sessions, which will be calculated and any final invites will be awarded at the fourth round stage. I would strongly advise that no student makes arrangements for the prom until they receive their invite; if a student's behaviour and/or attendance declines after receiving their invite they will have their invite revoked.

I am sure you will agree that the criteria to earn a Prom invite is a basic requirement especially for students about to undertake their GCSE exams.

If you would like to discuss this further, please contact one of us at school.

Yours sincerely

Mrs A Parsons  
**Achievement Co-ordinator (Bears)**

Mrs S Ford  
**Achievement Co-ordinator (Adders)**