

The Harefield Academy

Achievement through Active Learning

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Headteacher: Tash Hurtado BA PGCE



1st April 2022

Dear Parents/Carers,

Re: Year 11 Prom

I am very happy to announce that the Year 11 Prom Evening will take place on **Thursday 7th July 2022** at Denham Grove Hotel, Tilehouse Lane, Denham, Uxbridge, UB9 5DG, between **7.00 p.m. and 11.30 p.m.** This will be our third Prom to be held at this venue as it was a great success previously. It is a lovely venue, and this evening will mark a celebration of the students' time at The Academy.

The cost of the Prom ticket will be **£40.00**, and invitations will be available to all Year 11 students. The Prom ticket will include venue hire, a disco, and buffet food; non-alcoholic drinks will be available to purchase in the room throughout the evening. If there are any financial barriers that may impact you meeting the deadline, please contact the school for support.

To ensure that the Prom can go ahead as planned we require a minimum of 56 students to return the reply slip below confirming attendance along with payment via Parent Pay by **Thursday 26th May**. If the number of tickets purchased is insufficient, the event may not take place and a full refund will be provided.

Please be advised that good behaviour and attendance to school, along with the completion of all coursework, is a condition of admission to The Academy Prom.

During the period from **19/04/22 - 27/05/22** students who meet one or more of the following criteria will not be able to attend the Prom. If payment has been made, refunds will **not** be issued:

- More than 30 behaviour points accrued.
- Any Exclusions during the period.
- Any behaviours that bring The Academy into disrepute.

By completing the reply slip and paying for a ticket you are accepting these conditions. Students are reminded that being late to school, or lessons, does accrue behaviour points and good punctuality is a simple way to prevent students from receiving behaviour points. Also, if a student misses a detention, they will receive an additional behaviour point so are reminded to attend all detentions.

Since the Prom is off site, families should arrange appropriate transport to and from The Denham Grove Hotel. We expect the highest standards of behaviour from all our students. If The Academy or venue staff have any concerns about students, for example, that they have been drinking alcohol, or causing a nuisance at the venue, then they will be refused entrance or removed. In these circumstances parents will be expected to collect their child and there will be no refund.



Students must remember to leave the venue quietly and quickly at the end of the Prom at 11.30 p.m. and I would like to remind parents that once students have left the venue, they are no longer our responsibility. This includes post Prom parties.

To book your child's place at the Prom, please complete the attached form and return it to reception. The Academy operates an online payment system and if you require your Parent Pay login details or have an issue using Parent Pay when purchasing a Prom ticket then please contact me via my email provided below.

Please note that the cost of the ticket to the Prom is non-refundable. We look forward to celebrating your child's time at The Academy at this wonderful event.

Yours sincerely,

Mr Bourne
Head of KS4
rbourne@theharefieldacademy.org

**YEAR 11 PROM EVENING AT DENHAM GROVE HOTEL
THURSDAY 7th JULY 2022**

Name of Student: **Tutor Group:**

I give permission for my child to attend the Prom Evening on **Thursday 7th July** and take responsibility to arrange safe and suitable transport to and from the Denham Grove Hotel. I also accept the conditions cited in the Prom letter.

I have paid for the Prom ticket via Parent Pay. **Parent Pay Authorisation Code:**

Signed **Date:**
Parent/Carer

Print Name:
Parent/Carer

Please return this slip to reception no later than Friday 6th May 2022.