



Sir Graham Balfour School

Member of Sir Graham Balfour Multi-Academy Trust

1st November 2022

Dear Year 11 Student

Year 11 Prom – A Night at the Balfours 2023

We are delighted to announce that the Year 11 Prom is booked and will be held on Monday 3rd July 2023 at the Moat House, Acton Trussell.

The ticket price is £40.00 per person, which includes dinner, disco and the services of a professional photographer, Stephen Sutton, who will be taking pictures of our students upon their arrival. A computer download for all attendees, containing all of the photographs from the evening, will be available shortly after the event.

If you wish to attend the Year 11 Prom - 2023 you will need to pay a **non-refundable deposit of £20.00** (or payment in full), to secure your place. Numbers will be limited and places are on a 'first come, first served' basis. The deadline for all deposits/payments is Friday 9th December 2022. **Please make your payment by ParentPay, our online payment system and complete the Parental Reply Slip overleaf, this will need to be returned to the Finance Office at school.**

The final balance payment reminder will be issued after the Easter holidays, when all students and parents will be given a Code of Conduct, regarding behaviour at the event (Final deadline for the remaining balance is Friday 5th May 2023). We expect all of our students to behave impeccably throughout the evening, their exemplary behaviour is always complimented upon and this year will be no exception.

In addition to adhering to the Code of Conduct, Year 11 behaviour in school will also be monitored throughout this academic year, any student who does not adhere to the high standards we expect at Sir Graham Balfour, will not be allowed to attend. The school will have no hesitation in informing a student their place has been cancelled, if their behaviour is deemed unacceptable at any point throughout this academic year. This will include the following key elements:

- **Excellent attendance and punctuality**
- **Working to the best of their academic ability**
- **Being respectful and considerate to members of the school community**
- **Adhering to all requests and requirements made by their teachers**

Our Year 11 Prom is an evening of celebration, a reward for all of the hard work and time spent studying at Sir Graham Balfour School, we want everyone attending to have a wonderful evening, hence our strict rules of conduct. Thank you in advance for your support in adhering to these high standards.

If you need any further information, please do not hesitate to contact me.

Yours faithfully

Mrs Lynne Gannon - School and Community Liaison Officer

Year 11 Prom – Parental Reply Slip
Monday 3rd July 2023
The Moat House Acton Trussell

PLEASE ENSURE THIS REPLY SLIP IS COMPLETED IN FULL AND RETURNED TO THE FINANCE OFFICE

NO LATER THAN FRIDAY 9TH DECEMBER 2022

(Please note: Places are limited and will be allocated on a ‘first come, first served basis’)

Student Name: _____ **House Group:** _____

I can confirm my son/daughter would like to attend the Year 11 Prom at the Moat House, Acton Trussell on Monday 3rd July 2023.

Student Name _____ Form Group _____

Payments:

All payments are to be paid via ParentPay, our online payment system.

Either: £20.00 (Deposit) or £40.00 (Payment in Full)

Please note the initial £20.00 deposit is a NON-REFUNDABLE PAYMENT

The deadline for the deposit payment is Friday 9th December 2022

(The deadline for the final balance payment will be Friday 5th May 2023).

Dietary/Medical Requirements:

Please advise if you child has any medical conditions, we need to be aware of, or any dietary requirements including allergies or vegetarian preference etc.

Parental Signature _____ Date _____