

Where boys learn best

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The
**Forest
School**

SCVD/acy

January 2012

Dear Parent/Carer

Year 11 Leavers' Prom 2012

This year's School Prom is to be held on Friday 29 June 2012 at the Millennium Suite of the Copthorne Hotel, Effingham Park, Copthorne, from 7.30pm until 11.30pm. The event is exclusively for Year 11 pupils of Forest and Millais Schools.

The cost of £32.00 per ticket will include a disco and buffet supper. Soft drinks can be purchased during the evening. No alcohol will be served to the pupils on the evening and the venue will be non-smoking. There will be a photographer available to take group and individual photographs at an additional cost of £10.00 per photograph, payable on the night. The photographs will be available on the night.

Dress will be formal – for the gentlemen a dinner/lounge suite or jacket and tie.

Admission will be by ticket only, which those attending will have purchased **in advance**. No tickets will be sold on the night and all tickets will be numbered. Professional security staff will be on hand to ensure that only invited guests are admitted. The occasion will be attended by Forest and Millais staff.

Your son will need to make arrangements regarding transport to and from the venue. Copthorne is approximately half an hour from Horsham by car and a copy of a map is available if required.

If you are happy for your son to attend the Prom, please complete the attached Consent Form and return it to me at the school. Payment is to be made by ParentPay, in instalments if required. However, full payment must be received no later than Friday 16 March 2012. No tickets will be issued until full payment has been received.

It will be a wonderful celebration to mark the end of an era and we hope that your son enjoys the opportunity to celebrate all his hard work over the last five years.

Yours faithfully

Mrs A Conroy
Headteacher's P.A./Office Manager

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FOREST CONSENT FORM

Son's Name: Tutor Group:

School Visit to: **Year 11 School Prom**
On: **Friday 29 June 2012** Cost: **£32.00**

I wish my son to be allowed to take part in the above mentioned school event and, having read the information sheet, agree to him taking part in any or all of the activities described. I have ensured that my son understands that it is important for his safety and for the safety of the group that any rules and any instructions given by the staff in charge are obeyed.

I understand that, while the school staff and helpers in charge of the party will take all reasonable care of the young people, unless they are negligent they cannot be held responsible for any loss, damage or injury suffered by my son arising during or out of the visit.

- ❖ I consent to any emergency medical treatment necessary during the course of the visit.
- ❖ I confirm there is no change in my son's medical condition.
- ❖ I confirm that the home (land line) number and other data that we submitted on the data collection sheet are still applicable.
- ❖ I wish to supply the following new information (please complete the section below)

Signed: Date:
Parent / Carer

- ❖ Please delete where not applicable

NEW INFORMATION

Son's Name: Tutor Group:

Changes to medical information
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Changes to emergency contact and telephone numbers:
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Signed: Date:

