



January 2023

Dear Parent/Carer

Re: Year 11 Prom 2023

We are pleased to announce the details for the 2023 'Year 11 Prom', which will be held in the Walkers Hall at the Leicester City Football Club King Power Stadium on Friday 23 June 2023.

Key information

Arrival will be from 6pm, as we will be sitting down for our meal at 7.30pm. The cost of the prom is £37, which includes private room hire, event staffing, welcome drink, a two-course meal and a disco. The event will finish at 11pm. **All parents/carers will need to arrange for students to get home safely at that time.**

Students will be able to purchase non-alcoholic drinks.

Leicester City Football Club and Brockington College have a clear policy on alcohol at the Year 11 prom. Should any person under the age of 18 appear to be under the influence of alcohol or be found in the possession of alcohol, they will be asked to leave the premises immediately, without refund, and parents/carers will be contacted to arrange collection. We thank you in advance for your support, in order that everyone can enjoy this event. Please reiterate with your child the importance of following staff instructions that are in line with our risk assessments, as well as behaviour and conduct expectations. Students must sign in and out of the event and will not be permitted to leave and later re-enter the venue.

GDPR

When arranging school events, it is necessary to share information about your child with the venue for legal and safeguarding reasons; details about your child may also be required by insurers. Members of staff will carry copies of emergency contact details at the event.

Payment

We would very much like the Year 11 Prom to take place. However, the event is an "optional extra" under the 1996 Education Act and the school is allowed to make a charge in full. If there are not sufficient students to make the event viable, then the event will be cancelled and a full refund will be given. We must make it very clear that no funds whatsoever exist for this activity. However, parents/carers of students who are entitled to opportunity funding to help towards the cost of the event, should tick the relevant box on the reply form and contact the school office for confirmation.

Expectations

It is important to note that attendance at the Year 11 Prom is not guaranteed upon payment for a ticket. The school reserves the right to refuse attendance to the prom for any student, if their behaviour, attendance or punctuality whilst at school, is deemed unacceptable. We will remind students about these expectations on a regular basis, during assemblies and registration periods.



THE CHURCH OF ENGLAND



How to purchase a ticket

If you would like to purchase a prom ticket for your son/daughter, please complete this [reply form](#), and pay an initial non-refundable deposit of £17 by **Friday 10 February 2023**, via ParentPay. The final payment of £20 will be due by **Friday 28 April 2023**. Cancellation and refund of a secured place will be considered, if the place can be re-sold to another student or a refund can be obtained from the company. This may be a partial refund as the deposit is non-refundable. Any student who has not paid in full, will not be allowed to attend the event, but the school will still expect payment in full to cover the cost of the place that was booked and paid for by the school.

We look forward to hosting a successful celebratory event for Year 11 students.

Yours sincerely

Mrs G Heath and Mr J Marsden
Year 11 Pastoral Team