23rd April 2018

Dear Parent(s)/Carer(s),

**Re: Year 11 Prom – Wednesday 11th July 2018**

We are delighted to invite your child to the Year 11 Prom at St David’s Hotel (Cardiff Bay) on Wednesday 11th July 2018, as a celebration of the end of their compulsory education. Members of staff will be attending and supervising this formal ‘black tie’ function.

The cost of the Prom is £40. This includes a served three course meal with after dinner coffee; room hire; disco and free use of the photo booth. The event will run from 7pm until 11pm and students should be collected promptly at 11pm by a parent/carer.

I should like to draw your attention to the following conditions which are set by both the hotel and school

- All parents/carers must provide an emergency contact telephone number(s) for the duration of the evening. Parents/carers will be requested to collect their child if it becomes necessary during the evening;
- No alcoholic drinks will be served to students at the hotel. Students are not permitted to bring alcohol to the event. Failure to observe this condition will result in parents/carers being contacted immediately to collect the student;
- The school/hotel reserves the right to exclude any student whose behaviour is unacceptable for any reason and will endeavour to contact parents/carers to collect him/her.

If you are happy for your child to attend the evening and agree with the set of conditions, please complete the attached consent form and return it to the school office, together with payment of £40, by **Friday 4th May 2018**. Cheques should be made payable to The Bishop of Llandaff High School.

Every year the Prom is a memorable and enjoyable evening. We hope that the students, along with their friends, will participate in this event to celebrate all that they have achieved.

Yours sincerely,

Mr Elliott
Head of Year 11