

Dear Students/Parents/Carers

We are quickly approaching Thursday 23rd June 2022 and the day that we celebrate our Year 11 students with the Prom. This letter contains the information that you need to know about the upcoming events and celebrations that will be taking place.

By now, students should be well on their way to completing their Prom Passports which will gain their invitation to the Celebration Prom on Thursday 23rd June. On completing Prom Passports, students should hand these back to Mr Turner to receive their invitation letter. The invitation letter contains all of the information needed for the Prom but I will give answers to some frequently asked questions below.

**Q:** I have lost or unable to complete my Prom passport due to circumstances out of my control, what should I do?

*A: Anyone who has lost their Prom Passport should come and see Mr Turner, or let their form tutor know as soon as possible. Anyone who is worried about not being able to complete their Prom Passport must also see Mr Turner as soon as possible as we are more than happy to make reasonable adjustments where appropriate.*

**Q:** How do I pay for my Prom Ticket and what is included in the price?

*A: Prom tickets are £30.00 and can be paid via iPay. There will only be an option to pay once Prom Passports have been signed off. For those who are unable to pay via iPay, other payment options are available on request at the finance office. A 3 course meal and a soft drink on the evening are included in the ticket price as well as a contribution to the venue hire.*

**Q:** What time does the Prom start and finish?

*A: Attendees are recommended to arrive at Burntwood Court Hotel, Brierly, S72 9ET between 18:00 - 18:30 for a red carpet entrance that begins at 19:00. The Prom will end between 22:30 - 23:00.*

**Q:** Will there be a Prom Breakfast?

*A: Yes, the Prom breakfast is scheduled to take place on Friday 24th May at Outwood Academy Shafton. More information will be released regarding this event closer to the time.*

**Q:** Are Parents/Carers able to attend the Prom/Prom Breakfast?

*A: As in previous years, the Evening Prom has been a celebration event for the students and therefore we have not extended invitations to anyone except our Year 11's. However, the Prom Breakfast will give families the opportunity to celebrate the year group's achievement together. More details will be released closer to the time.*

**Q:** When will the Leavers Hoodies arrive?

*A: Leavers Hoodies will be handed out in the final week of exams. There will also be an opportunity for pictures, shirt and yearbook signing before the last exam. It is important to make you all aware that students will not be able to go into exams if they have any writing on their shirt. Therefore, please ensure that if students wish to do this they set aside a spare shirt.*

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Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

It goes without saying that over the next few weeks, Y11 students will have mixed emotions about exams and leaving school. We will do our very best to work in partnership with you to ensure that this time passes smoothly and that students achieve the best possible outcomes to ensure their future success.

We are very much looking forward to welcoming parents into the academy for Prom Breakfast and we cannot wait to celebrate student achievements.

Yours sincerely,

**Joe Turner**  
**Y11 Learning Manager**