



St Martin's School

Ysgol Martin Sant

Hillside, Caerphilly CF83 1UW

Tel. Ffôn: 029 20 858050

Fax. Ffacs 029 20 858051

E-mail E-bost: STMCA@CAERPHILLY.GOV.UK

Website Safle wê

<http://www.stmartins.caerphilly.sch.uk>

Headteacher / Prifathro: Mr L Jarvis

29th April 2016

Re: St Martin's Year 11 Prom Thursday 23rd June 2016

Dear parent/guardian,

St Martin's School will be organising a Year 11 Prom this summer on the 23rd June between 7:30pm and 10:30pm. Valid tickets will be verified at the venue as tickets must be purchased prior to the event. **Tickets are available from the school's finance office for £25. One ticket per pupil will be available from Monday 9th May. Please make cheques payable to St Martin's School.**

It is anticipated that pupils and attending staff will have a fantastic evening. It will be the last time that the cohort will be in the same company together as a year group. The excitement of reaching the end of the examination period will be rewarded with a party to reminisce about the good times had at St Martin's School.

Whilst we anticipate the evening to be one that the pupils will have fond memories of, we do have to put measures in place to ensure the evening runs smoothly.

Your son/daughter has been informed that there are strict rules for the evening.

These are:

1. Only Year 11 (2015/16) pupils from St Martin's School can attend.
2. No alcohol/drugs to be consumed before or during the evening.
3. A good standard of behaviour is expected on the evening and at school prior to the event.

These rules have been put in place to ensure the safety of all the pupils attending. Pupils have been informed that we will refuse entry to any pupil that we believe to be under the influence, if a pupil arrives and we believe is under the influence of a substance (alcohol or drug) we will contact parents and ask them to collect immediately. If the parents are not available we will contact the Police - we will not be responsible for pupils that break these rules. St Martin's School is not responsible for transporting pupils to and from the venue. We reserve the right to withdraw the invitation and deny entry should the behaviour of your child prior to the event is deemed grossly irresponsible or unsafe. The ticket will not be refunded in these circumstances.

Please read and sign the attached sheet to confirm your support for the event and assurance that your child will abide by our rules.

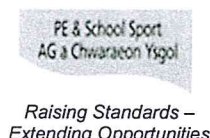
If you have any questions regarding the event please contact either Mr S Barnett or Miss L Bow at St Martin's School.

Yours sincerely,

Mr S Barnett
Head of Learning - Year 11

Miss L Bow
Assistant Head of Learning - Year 11

Learning Together, Achieving Forever *Dysgu ynghyd, cyflawni o hyd*



Declaration

- Having read the information about St Martin’s Prom, and having understood the level of supervision to be provided, I agree to my child attending the event as described.
- I understand that all reasonable care will be taken during the evening and my child will be under an obligation to obey all directions and instructions given and observe all rules and regulations prior to and during the evening.
- I understand the code of conduct for the event and the sanctions that may be used if my child breaks this code of conduct. I have discussed the code of conduct and sanctions with my child.
- I understand that if my child seriously misbehaves or attends the event under the influence of alcohol/substances then I may be asked to collect him/her or he/she may be brought home early. I also understand that criminal behaviour will be reported to the Police.
- In such a situation there will be no obligation on the school/establishment to refund any money.
- In the event of a medical emergency, I agree to my son/daughter receiving medication and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present.
- I understand that the school/establishment may use activity images for promotional or publicity purposes.
- I understand the extent and limitations of the insurance cover provided.

FULL NAME OF PARENT OR CARER (print please): _____

SIGNED: _____

DATE: _____

TO BE COMPLETED BY PUPIL:

I understand that for the safety of the group and myself I will obey the rules and instructions of members of staff both prior to and during the event.

SIGNED: _____

DATE: _____

Please give any details about your son or daughter’s dietary requirements/allergies/medical conditions:

Learning Together, Achieving Forever Dysgu ynghyd, cyflawni o hyd

