



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion

Achievement

Respect

Endeavour

*The cornerstones of our  
learning community*

February 2017

Dear Parent(s)/Carer(s)

## YEAR 11 PROM 2017

The Year 11 Prom has become a valued tradition at the school and forms an important part of our end of year celebrations. This year, after consultation with the students, we will be holding their Prom at the **Amex Community Stadium in Falmer, Brighton**. We believe this unique venue will provide a wonderful backdrop for this special occasion. The Prom will take place on **Wednesday 28<sup>th</sup> June 2017** and the dress code is formal smart/evening wear.

Students should arrive at Imberhorne Lane from 5.30pm and no later than 6.15pm ready for a 6.30pm departure by coach. We will return to school at approximately midnight. Please ensure that appropriate arrangements are made for your son/daughter to be collected at the end of the evening. **The cost of the trip for each student is £42.00** which is inclusive of venue hire, arrival drink, transport, insurance, disco, a 2 course buffet and end of term arrangements. Non-alcoholic drinks can be purchased. Limited financial assistance is available in certain cases. Please contact me in confidence if you are unable to contribute so that suitable arrangements can be made.

We will be holding our Year 11 Parent Briefing Evening on Wednesday 22<sup>nd</sup> March when one of the items on the agenda will be further information on the Prom.

Please note that we are only accepting payments for school trips via Parent Pay. If this creates difficulties for you please contact our Bursar, Mrs Botting, directly, either by email at [jbotting@imberhorne.co.uk](mailto:jbotting@imberhorne.co.uk) or by telephone via the main school switchboard.

Students who graduate will automatically be eligible to attend the Prom. Therefore, ParentPay will only become available on Thursday 7<sup>th</sup> April to those who have had their graduate status confirmed the day before, via the published Graduation Award List on the year 11 noticeboard. After this date, if your son/daughter would like to attend prom, please note the following:

- complete and return the attached reply slip to **Mrs J Botting**, between **7<sup>th</sup> April and 19<sup>th</sup> May**
- ParentPay will be open for you to make your payment between **7<sup>th</sup> April and 5<sup>th</sup> June**

If your son/daughter does not Graduate and you would like them to attend the Prom, please email Mr D Jones (Assistant Headteacher) at [djones@imberhorne.co.uk](mailto:djones@imberhorne.co.uk) to discuss. Photographs of students may be used for display and publicity. If you do not wish photographs to be used, please contact me. Please also ensure your son/daughter has any medication that they may need, clearly labelled, and that this is given to a member of staff on the evening.

We do hope your son/daughter will be able to attend what should be a memorable and enjoyable occasion. Please contact me in confidence with any queries well in advance of the deadlines.

Yours sincerely

Mr R Langstone  
Head of Year 11



Specialist Schools  
and Academies Trust  
EXCELLENCE AND DIVERSITY



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Please return this slip to Mrs Botting between 7<sup>th</sup> April and 19<sup>th</sup> May

**YEAR 11 PROM 2017**

**Student Name** ..... **Form** .....

I would like my son/daughter to attend the Year 11 Prom on **Wednesday 28<sup>th</sup> June 2017**

I have paid the amount of £..... via the Imberhorne **Parent Pay** system ☐

I will pay the amount of £..... via the Imberhorne **Parent Pay** system by the deadline of **5<sup>th</sup> June** ☐

*I understand that, while the school staff in charge of the party will take all reasonable care of the students, unless they are negligent they cannot be held responsible for any loss, damage or injury suffered by my son/daughter arising out of the trip. I have also ensured that my son/daughter has any medication that they may need, clearly labelled so it can be given to a member of staff prior to the event commencing.*

If your son/daughter has any medical condition(s) please outline in the space below.

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.....

Please provide two contact numbers that can be used in case of an emergency:

.....

**Signed** ..... (Parent/Carer) **Date** .....