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Co-Headteachers Mrs Anne Kennedy and Mrs Katie Pearce

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1<sup>st</sup> April 2019

Dear Parent/Guardian

## Re: Year 11 Prom and Hoodies

Preparations are well underway for the traditional end of term activities.

The Prom will be held on **Friday 28th June** at the **Coppid Beech Hotel**; the girls can arrive from 7:00pm and we will finish at 11.30pm. The girls will need a small amount of money as there is a nonalcoholic bar where they can purchase drinks, food will be provided at no extra cost. If a student brings any alcohol to the prom, it will be confiscated and the student will be told to leave. The cost of the prom is £25 and we require payment for this by <u>Monday 10th June</u>; please make your payments via WisePay.

The girls will also be able to buy a Leavers hoody which displays the names of the girls in the year group within the digits for the year they are finishing Year 11 ie 19. These hoodies are available in 9 colours – charcoal, light pink, black, military green, orchid, sport grey, Carolina blue, sand and maroon - and several sizes. The girls have the opportunity to check the colours and the size required by going to the Finance office. If your daughter would like to order a hoody please can you confirm the name she would like printed, size and colour via WisePay. The Hoody will cost £23.00 and payment must be received by **Monday 20th May**.

Please note that due to GDPR if you purchase a hoody you are consenting to your daughter's name being used in the number 19. Girls have also signed their name to consent to this happening.

The payments need to be made online via WisePay; simply login to your WisePay account for details. If you need a reminder of your WisePay login please e-mail <u>w.simmons@holt.wokingham.sch.uk</u>. In the event of difficulties using this system, please telephone Mrs Simmons, Deputy School Business Manager.

PLEASE NOTE THAT YOU WILL NOT BE ABLE TO PURCHASE A HOODY OR PROM TICKET AFTER THE DEADLINES ABOVE.

I hope we have covered all the necessary details but should you require any further information, please do not hesitate to contact me.

Yours sincerely

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Mrs K Vaughan Head of Year 11

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