



Saddleworth School

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Headteacher: Mr M Milburn

Wednesday, 23rd March 2016

Dear Parent/Carer,

RE: Year 11 Leaving Arrangements and Celebrations

Our 2016 Year 11 Leavers' Assembly and Prom will mark an extremely important landmark in your child's education. I hope students will remember Saddleworth School with great affection and on a personal note it has been a real privilege to work with such wonderful young people these past 5 years.

The **Year 11 Leavers' Assembly** will take place during the afternoon of Friday, 13th May. It is intended for this to be a celebration of the highlights during the past five years and a chance to share memories – students will receive a **Leavers' Book** during this occasion as a memento of their time here at Saddleworth School – this will be a gift from School which has been part-funded by our Parent Group.

Traditionally, Year 11 have the opportunity to purchase a **Leavers' Hoodie** and once again, we are pleased to be able to offer a Leavers' Hoodie at a cost of £20. Hoodies are available on S, M, L or XL and will have the Saddleworth School logo and all pupil names forming a 16 on the reverse. No refunds will be given for incorrect sizes.

The Prom will take place at Rochdale Town Hall on Wednesday, 22nd June from 7pm to 11:00pm - we plan to make it a memorable evening and I am sure it is going to be a wonderful event. I am delighted to inform you that due to the fantastic fundraising that has taken place this year (championed by Mrs Wolfenden and our Pupil Leadership Team) the cost is a very reasonable £20 – I am sure you will agree that this represents great value for money. Students can expect to sit down to a three-course meal with a DJ and dancing to follow - there will also be complimentary soft drinks. Tickets can be purchased (as well as optional extras) via Parent Pay - when paying for your ticket please indicate any special dietary requirements i.e. enter 'vegetarian' in the notes field.

A professional photographer will capture the glitz and glamour during the evening and there is an option to pre-purchase a CD for £5 containing a wide selection of images from the evening which will be available to collect on GCSE Results' Day. In addition, students will be able to purchase photographs on the night. It is requested that parents/carers make necessary arrangements for students to make their way safely to and from the venue.

Parents/carers should be aware that it is school policy that participation in a school event will be dependent on staff feeling confident that students will behave appropriately. In particular, poor behaviour between now and the date of the Prom is likely to result in students being withdrawn from the event - students will be notified if they are at risk of not being invited to attend. The decision of the Headteacher on this matter is final. Please also be aware that:

- Students are not permitted to bring or drink alcohol at the venue. Entry will be refused to students who appear to have consumed alcohol.
- Students are asked to dress formally for the occasion (suits for boys/evening dresses for girls).
- Tickets are available to Year 11 Saddleworth School students only.
- Students who behave inappropriately will not be able to stay at the event.



- No smoking is allowed on or the near the premises (or in the presence of any staff member) – it is a school event and hence a non-smoking event. Smokers will be refused entry.
- Students have to stay within the grounds of Rochdale Town Hall for the duration of the event.

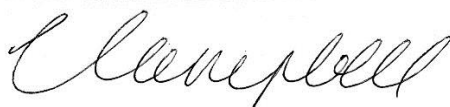
Examination timetables have been distributed and I would like to take the opportunity today to clarify school expectations in terms of **attendance during the examination season**. Students will be expected to attend all timetabled classes as normal until Friday, 27th May. Following the May half-term holiday students will be expected to attend all timetabled GCSE classes in any subject where they have yet to sit the final exam. When students are timetabled for non-examination classes, they will be free to leave the school site – it is important that students sign out at reception for safeguarding purposes. In order to support students fully during this crucial time, we expect behaviour, attendance, punctuality and uniform to be of the highest standards and students will need to attend lessons prepared to work. Disruptive behaviour will not be tolerated because it will damage everyone's chances of success. If students choose not to co-operate, we will contact parents and ask students to leave. This will automatically disqualify them from attendance at the Prom.

The **GCSE examination results day** this year is Thursday 25th August; results can be collected from the school between 10.30am and 12.30pm, thereafter, students will be invited to attend a **Presentation Evening** when GCSE Exam Certificates will be available for collection. Invitations are normally sent out during the summer so please ensure we are kept informed of any address changes.

Payment for Prom tickets, hoodies & CDs can be made via Parent Pay at www.parentpay.com using your normal login details – should you be unsure of your Parent Pay login or indeed information regarding payment via Pay Point, please contact School Reception. **I would be most grateful if all payments are made by Friday, 29th April**. Prom tickets and hoodies will be distributed during the Leavers' Assembly on Friday, 13th May.

If you have any queries regarding any of the forthcoming events or any other information contained within this letter, please do not hesitate to get in touch. Finally I would like to take this opportunity to extend to every member of Year 11 my very best wishes for a successful exam season.

Yours sincerely,



Charlotte Campbell
Home School Leader – Year 11
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