

Record of Achievement and Prom Ball

Dear Student,

The **Record of Achievement** and **Prom Ball** is always a highly anticipated event for Year 11 students.

To attend the Record of Achievement and Prom Ball you will need to make sure that, from January 2018 to June 2018:.

- your attendance record is at least 95%*;
- you attend all examinations and have all coursework/controlled assessments completed by the deadlines;
- you will also need to ensure that your behaviour is good – I don't expect you to have any exclusions, Reflection Room referrals or Severe Clauses.

Please ensure you do meet the conditions as your ticket to the Record of Achievement Ceremony and Prom Ball will not be issued if you choose not to meet any of these.

In the New Year a letter with further details regarding the Record of Achievement and Prom Ball will be sent to parents/carers along with an invite to attend your ceremony.

Yours sincerely,



Mr A Skeoch
Assistant Headteacher

*The school reserves the right to make concessions to this condition in specific, exceptional circumstances.