



17 January 2022

Dear Parents/Carers

Year 11 Prom - Thursday 30 June 2022 at Windsor Race Course

After all the hard work preparing for exams, we invite our Year 11 students to recognise their achievements and time at Cox Green School by celebrating at the Year 11 prom. This year, the theme for the Prom is 'James Bond' and will be held on Thursday 30 June 2022 at Windsor Race Course (Maidenhead Road, Windsor, SL4 5JJ).

Students are to arrive between 6.45pm - 7.15pm, for a sit-down buffet at 7.45pm. The evening will draw to a close at 11.00pm and we ask that all students are collected at this time.

Tickets are £47 each (*non-refundable*) and to secure a place, we ask you to please make payment via your child's sQuid account. This will be open for payment from today (closing: 10pm on 25 March 2022). Please indicate any special dietary requirements at the prompt when making payment.

Should the school need to contact you in an emergency, we will use contact details supplied on your most recent OA4 Form (off-site activity form). If there are any changes to the details on this form, including any medical or dietary requirements, it is the parent/carer responsibility to inform the school.

Some of our staff will be taking photographs which will be put onto a CD as a memento of the evening, and given to students on exam results day. If you **do not** wish your child to have their photograph taken for this CD, please indicate this at the prompt when making payment.

I would also like to take this opportunity to remind students that attendance at the prom is subject to continued good behaviour between now and the prom date. We reserve the right to withdraw students from the prom who fail to meet our expectations of behaviour.

Should you have any questions or queries regarding this event, please email me via enquiries@coxgreen.com.

Yours sincerely

Mr J Mitchell
Head of Year 11

Whilst the future continues to hold risk with regards to the Covid-19 pandemic, and whilst we can provide no absolute guarantee at this stage in today's circumstances that this trip will go ahead, we are making this offer under Government, Department of Education and our insurers guidelines. Any costs incurred with regard to PCR tests or any other costs relating to Covid-19 tests etc. or regulations that may be in place at the time of the trip, are to be met fully by parents/carers and, if required, will be in addition to the price quoted.

Please note:

- Places on all trips are subject to the school expectations for the Behaviour Policy being met. Any student who receives a suspension may have their place withdrawn from the trip and no refund will be made unless the place can be resold. In addition, if the school assesses that the attendance on a trip is a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be resold.
- Should your child be unable to attend a trip due to medical reasons, we will require a Medical Certificate to apply for an insurance claim.

- *If the trip is cancelled due to uncontrollable circumstances i.e. weather, Foreign/Home Office guidance, the refunding of costs will be subject to insurance cover.*
- *Payments are to be made by the dates specified. Late or non-payment may result in your child's place being withdrawn from the trip. If you choose to withdraw your child for reasons not stated above, any costs attributed to date, must still be made.*
- *Should the school need to contact you in an emergency, we will use contact details supplied on your most recent OA4 Form (off-site activity form). If there are any changes to the details on this form, including any medical or dietary requirements, it is the parent/carer responsibility to inform the school.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*
- *There will be no insurance cover due to disinclination to travel.*