



19<sup>th</sup> May 2018

**Year 6 Leaver Prom**

Dear Parent /Guardian

We would like to organise a leaver event for our current Year 6. School would like to arrange a prom event on Thursday 19<sup>th</sup> July -5:00 to 7:00pm within the school dining hall.

We would like to make the event as memorable as possible for the children as they take their next steps in their education. We would like parent involvement in organising the event and suggest a meeting on Thursday 24<sup>th</sup> May at 3:15pm in the dining hall to discuss ideas for the event. We would like to organise music, food, decorations and activities such as photo opportunities for the event and would like your support with this.

If you are unable to attend on Thursday please do not worry please discuss any ideas with Mandy Mattison, School Business Manager in the office at any time or email [mmattison@tleacademy.co.uk](mailto:mmattison@tleacademy.co.uk).

Parents have also asked if we could source leaver's hoodies which we have at a cost of £15 each. This will include the logo, TLE Leaver 18 on the back and every child's name in Year 6 on the back. Please let us know if you are interested in purchasing one for your child on the slip below or at the meeting on Thursday, we need at least 10 orders before we can place an order.

Yours sincerely,

The Year 6 team

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**Year 6 Leaver** - Child's Name

Parent Name:

Contact Number

I will/will not be able to attend on Thursday.

We would/would not like our child to attend the Prom

We are/are not interested in a Leavers Hoodie.

