

Aylesford School

and Sixth Form College



22 January 2019

wonder aspiration respect discipline

Dear Parents and Carers,

Aylesford School Year 11 Prom: Friday 5th July 2019 - Code of Conduct

The Year 11 Aylesford School Prom promises to be a brilliant evening that will be enjoyed by both students and staff alike.

In order that all concerned get the maximum enjoyment from the event your son/daughter will be expected to exhibit a high standard of behaviour throughout the evening. Please read through the following Code of Conduct with your son/daughter and stress the importance of upholding the behaviour explained in this Code.

The signed document should then be returned to Mrs Reeves via Student Services, having been **signed by the student and a parent** by Friday 1st March 2019.

I shall:-

- ✓ Dress appropriately for the formality of the occasion
- ✓ Follow rules and instructions given by teachers, parents and other adults including hotel staff throughout the evening
- ✓ Remember that we are guests of the Stratford Manor Hotel and behave accordingly
- ✓ Not make inappropriate noise or behave in such a way, which might inconvenience or disturb hotel staff, guests or member of the general public
- ✓ Not consume or purchase alcohol or any illegal substance
- ✓ Not attempt to bring any alcohol or other substances into the venue

Any student who arrives at the hotel appearing to have been drinking alcohol or taking an illegal substance **will not** be admitted.

- ✓ Expect staff to communicate any instances of misconduct to my parent and expect to be asked to leave the venue escorted by my parents
- ✓ Show respect for the venue by not dropping litter or food etc.
- ✓ Not leave the hotel for any reason during the event without permission from my tutor or
- ✓ Expect to enjoy my evening and be helpful and co-operative to other young people and adults

Yours sincerely,

Mrs K Reeves
Head of Student Progress, Year 11

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I confirm that I have paid the deposit, and have read, accepted and understood the Prom Code of Conduct.

I confirm that I understand that Prom is 7.00/7.30pm until 11.00pm at the latest and that I shall make appropriate, punctual, transport arrangements for my child.

The emergency telephone number in case parents have to be contacted is:.....

Student nameSigned.....

Parent nameSigned

'from potential to reality'

Tapping Way, Warwick, Warwickshire, CV34 6XR

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Headteacher: Steven Hall BSc MA