

28<sup>th</sup> January 2026

**Dear Year 11 Pupils and Parents/Carers,**

As you will be aware, the Year 11 Prom will take place on **Friday 26th June** at the **Palace Hotel, Buxton**, from **5.30pm to 10.00pm**. The cost of attending is **£50**, payable via **ParentPay**. This includes a buffet, entertainment, a DJ, a photobooth, and a few surprises!

If your child has any allergies or dietary requirements, please contact **Mrs Doherty-Perkins** no later than **Friday 27th March 2026**.

The venue has requested that guests **do not arrive before 5.00pm**. Staff will be present from this time, and pupils will have the opportunity to take photographs outside until **6.30pm**. During this period, a whole year group photo will be taken, and parents/carers will be invited to join in.

To support the safe arrival of pupils, the Palace Hotel has asked that vehicles use the following route to prevent congestion on the main road:

- Enter onto **Lightwood Road**
- Turn onto **Lansdown Road** and follow into **Lascelles Road**
- Turn onto **Palace Fields** and enter the Palace Hotel via the turning on the right-hand side.
- 

All vehicles will be required to stop at the lower set of steps, where pupils will exit the vehicle. Vehicles will then follow the road around and exit the car park. Pupils will then make their way to the lawn for photographs.

At **6.30pm**, pupils will be asked to enter the Palace Hotel for the start of the evening and will be seated for the buffet at **7.00pm**. Please note that once pupils have entered the Prom, **they will not be permitted to leave the function suite**. Should a pupil leave the designated area, they will be asked to be collected by a parent/carer.

Whilst this event is a celebration, and we want it to be enjoyable for everyone; we would like to remind pupils that they are representing the school and are therefore expected to uphold our usual high standards of behaviour.

Please ensure that both pupils and parents/carers have read, understood, and signed the **Code of Conduct Agreement** below. Unacceptable behaviour on the evening may result in parents being contacted and pupils being collected early. Additionally, poor conduct in school between now and **26th June**—including during the exam season—may result in a pupil not being permitted to attend the Prom.

If you have any further questions, please do not hesitate to contact us at school.

Yours sincerely,



Mrs L Doherty Perkins  
Head of Learning Y11

**Code of Conduct**

- I will behave responsibly during the evening.
- I understand that I may be sent home if I do not comply with this code of conduct
- I will remain inside the function suite for the duration of the event.
- I will not attempt to purchase or consume alcohol or any illegal substances.
- If I am found to have alcohol or an illegal substance on my person, this will be confiscated and disposed of.
- I will always be considerate to others - please bear in mind that you may be in areas with members of the public, where the importance of behaving responsibly is paramount.
- I have discussed arrangements for getting home safely with my parents/carers.
- I understand that significantly poor behaviour, between now and Prom, may result in my invitation being withdrawn.

**Please note that any student using inappropriate behaviour will be excluded from the venue. This will be at the discretion of the Headteacher and any issues regarding inappropriate behaviour will be reported to parents, who will be asked to collect their child. In addition, any significant breaches of the School Behaviour Policy between now and the event could result in a Prom ticket withdrawal.**

**Year 11 Prom Friday 26<sup>th</sup> June 2026 - Code of Conduct Agreement Slip**  
(to be returned to the school office by 27<sup>th</sup> March 2026 please)

**Pupils name** .....

I have read the above code of conduct and agree to abide by the rules.

Signed..... (Pupil).....(date)

Signed..... (parent/carer) ..... (date)