

12 September 2025

Dear Year 11 Parent/Carer

We are delighted to see our Year 11 students have returned rested, ready and prepared for their final year of KS4. Thank you in advance for your continued support in making this final school year a successful one for your child. The school will mark and celebrate the milestone of completing Year 11 in a number of ways. Students are able to purchase a yearbook, hoodie and tickets for the Year 11 school prom, all of which will be organised by the Head Girl, Deputy Head Girls and House Captain Team.

We recognise that costs for such items can quickly accumulate, all at once for families making it financially challenging. Therefore we would like to offer the facility to pay for the yearbook and prom ticket on a monthly basis through ParentPay to help spread the cost of the total payment. The schedule for payments will run for eight months from September 2025 through to the end of April 2026. There will be regular reminders for payments sent out to families to help manage this.

Please note it will not be feasible to accommodate any last minute requests to purchase either the Prom ticket or the Yearbook after the deadline date of 30 April. Please ensure purchases are actioned as we do not want any student to be disappointed that they cannot attend the Prom or miss out on the Yearbook. The Year 11 Prom is a celebration of the successful completion of Year 11. The school reserves the right to withdraw a student's invitation to the Year 11 Prom should there be significant concerns regarding attendance or behaviour.

If families wanted to pay an equal amount every month this works out to be £8.13 per month. However should you wish to pay less or more in any month this is absolutely fine. The total for the two items on parent pay will be set at £65 (Yearbook £20, Prom £45).

The items will appear on ParentPay:

Year 11 Prom 2026

Year 11 Yearbook 2026

Each month you will need to select an item for which you wish the payment you are making to be deducted from. **Please do not make payments against any items you do not wish to purchase.** Full payments for items must be completed by the end of April 2026.

We source the purchase of our Year Hoodie through an external company, and the details of the company will be shared later in the year.

Please note you do not have to purchase any of the above items listed, or you can choose to purchase specific items only. For example if your child only wanted to attend the Year 11 Prom then this is what you would make the payment against. We hope this facility helps families to spread the costs and therefore will allow all students to enjoy the final end of year celebrations.

Yours sincerely,

Mrs A Dhir
Assistant Headteacher KS4