



5 November 2024

Dear Parents/Carers

Year 11 Prom - Thursday 26 June 2025 at Windsor Racecourse

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 'Las Vegas', and will be held on Thursday 26 June 2025 at Windsor Racecourse (Maidenhead Road, Windsor, SL4 5JJ).

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

Tickets are £50 each and to secure a place for your child, we ask you to please make a non-refundable deposit of £25 to be paid, using your child's existing sQuid account. You will be able to do this from today (closing date is 10pm Sunday 8 December 2024). Please indicate any special dietary requirements at the prompt when making payment, along with photograph permissions for this event.

For your information, the payment dates are listed below. Please note that both payments can be made at any time but each one **must** be paid by the date stated:

Payment Required	To Be Paid By
£25 deposit (non-refundable)	Deposit payment date – closing 08/12/24
£25 balance	by 31 March 2025

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.

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 and school values.

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

Yours sincerely

Mr D Aston
Head of Year 11

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 Any student who receives a suspension may have their place withdrawn from the trip and no refund will be made unless the place can be resold.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a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be resold.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.
- 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.