



# MAIDEN ERLEGH

## SCHOOL

Headteacher: Mr P. Gibson

MSc (Educational Leadership), BA (Economics)

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4 November 2022

Dear Parent/Guardian

### **Year 7 and Year 8 Disco – Friday 2 December 2022**

In order to celebrate the wonderful start Year 7 and 8 have made at Maiden Erlegh School we have organised a disco for both year groups **on Friday 2 December 2022, starting at 6pm and finishing at 8pm.**

**There are 143 places available for the disco which will be on a first come first served basis.** In order to be able to run this event, we are asking for a voluntary contribution of **£2 per student towards the costs of the evening. Should your child wish to attend, please make the payment of £2 payable through ParentPay. This payment should be made by Monday 14 November 2022. Please use the following link to ParentPay <https://www.parentpay.com/>. If you have any queries relating to ParentPay, please email [parentpay@maidenerleghtrust.org](mailto:parentpay@maidenerleghtrust.org). We may be able to provide financial assistance for those students who are entitled to Pupil Premium funding. Please contact the school if this is the case [mesoffice@maidenerleghtrust.org](mailto:mesoffice@maidenerleghtrust.org)**

**Tickets purchased last year by the new Year 8 students, prior to this event being cancelled are still valid, this only applies if you have responded using the link in the previous letter that was sent before half term. If you have not responded or have informed us that your child no longer would like to attend, then your £2 payment will be refunded.**

Students will not be expected to wear school uniform, but normal behaviour expectations will apply. School staff will be in attendance to supervise the event. Refreshments will be available throughout the evening, so students may wish to bring a small amount of money to purchase these also.

**Should your child's medical circumstances have changed it is your duty to inform the school in writing or email [mesoffice@maidenerleghtrust.org](mailto:mesoffice@maidenerleghtrust.org) as soon as possible and before this event.**

If your child is unable to attend this event due illness or to Covid-19 isolation, unfortunately we are unable to guarantee a refund, however we will endeavour to offer a full/partial refund if:

- Another student replaces your child's place for this event.
- The school is able to agree a full/partial refund from external agencies with whom the event is booked.

**Payment should only be made if you are agreeing with the conditions set out in the Parent Agreement on the second page.**

## Parent Agreement

I have read the information letter regarding the above-named event and agree to my child participating.

I understand that I am responsible for ensuring:

- That my child arrives on time for this event.
- **Staff have up to date and accurate contact and medical details at the time of the event, and all relevant medication. Please email [mesoffice@maidenerleghtrust.org](mailto:mesoffice@maidenerleghtrust.org) if your child's medical information has changed as soon as possible and before the day of this event.**
- My child has appropriate clothing for this event.
- I understand that I am responsible for how my child will get home after the event.
- I understand that if my child is unable to attend this event due to Covid-19 isolation I may not receive a refund of monies paid.

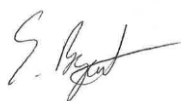
If your child requires any medication e.g., an inhaler this must be brought to the event, or your child will not be allowed to this event.

**Please note that we will be using the medical and contact details held for your child on our system. Should your child's medical circumstances have changed it is your duty to inform the school in writing or email [mesoffice@maidenerleghtrust.org](mailto:mesoffice@maidenerleghtrust.org) as soon as possible and before the day of this event.**

**Please note that representing the school on a trip, fixture or at an event is a privilege and we reserve the right to withdraw that privilege for students who are persistently late to school or lessons, do not follow our uniform or behaviour policies or bring the school into disrepute in any way.**

Thank you in advance for your support.

Yours sincerely



Mr S Bryant  
Head of Year 7



Miss E Kelly  
Head of Year 8