



13 October 2021

Dear Parent / Guardian

As part of the sixth form experience, sixth form pupils have a formal dinner dance. This year's formal event is arranged for 21st October at Tullyglass Hotel Ballymena. Whilst we understand this is an exciting event for both pupils and parents and we hope that everyone involved has an enjoyable and safe evening. It is therefore important that everyone is aware of the following:

- Students and guests are to arrive at The Tullyglass at 6.30pm whereby photographs may be taken. Parents and family members are invited to join their sons and daughters at the hotel for photographs if they so wish.
- Some members of the teaching staff have agreed to be present at the event for the meal and formal proceedings up until 10.00, after this point pupils will be leaving the hotel to return home by their own method of transport.
- As always, we will expect the highest standard of behaviour possible from all our students and their partners on the night. Those bringing a partner from outside our school community **must take responsibility for them**.
- The majority of our student's present will be under 18 so the hotel is **not permitted** to serve alcohol as per licensing laws. A soft drinks bar will be available on the evening up to 10.00pm
- Any student (or their guest) who arrives to the hotel must be in the right state of mind and body to enjoy the night ahead. If not we will ask parents / guardians to come and take them home.
- Any event arranged by pupils after the formal is outside of the school's arrangements and the College will take no responsibility for these events.
- The school has permitted pupils to go home at 12 noon on Thursday 21st to prepare for the event. It is essential that all those attending are in school up until this time on Thursday.
- Pupils must adhere to the Covid – 19 regulations stipulated by the Hotel. No pupil should attend the event if they have Covid – 19 or symptoms
- There will be no formal lessons for year 13 and 14 on Friday 22nd October.

We are hopeful that this event will go well and that all our pupils will have an enjoyable and memorable night. If you have any queries regarding the event, please contact Mrs McBride.

Yours Sincerely

Mrs B Heron
Principal
B.Ed. (Hons)PQH(NI)M.Ed.