



To: Parents of Pupils in Year 3 to 11

Dear Parents

Prize Giving – Wednesday 13th October 2021

This year's Prize Giving will be held on Wednesday 13th October at the Albert Hall, Nottingham, NG1 5AA. I hope that you will be able to attend. No pupil should be absent from this important school occasion and you are asked to make every effort to ensure your child attends.

There are some changes in arrangements to previous years. All students should come to school as normal on the morning of Prize Giving and we will walk the school to the Albert Hall for rehearsals from school and return for lunchtime. There is no afternoon off on the day of the ceremony. Our Prize Giving Holiday will be held on Friday 3rd December.

On the evening of Prize Giving all pupils should arrive at the Albert Hall by **6.30pm** in normal school uniform. Pupils may be collected at the end of Prize Giving at **8.30pm**.

A complimentary glass of prosecco or orange juice will be available to parents on arrival. The ceremony will begin promptly at 7pm. After the event you are welcome to join us in The Osborne Suite, where refreshments can be purchased at the bar.

Due to the late finish of Prize Giving, we are happy for KS2 pupils (Years 3 to 6) to arrive in school slightly later the following morning but certainly no later than 10.30am.

I look forward to seeing you all at Prize Giving.

Yours sincerely,

Dr. Helen Barsham
Head