

4 May 2011

Dear Parent/Caregiver

**Re: Middleton Grange School Senior Formal 2011**

<b>DATE</b>	Friday 3 June 2011
<b>TIME</b>	8 pm – 12 am
<b>VENUE</b>	The Showgate, Riccarton Park
<b>THEME</b>	Romanesque
<b>COST</b>	\$55.00 per person

The Formal Committee has arranged the 2011 Senior Formal under some earthquake-imposed limitations and stresses, but we believe the evening will be at least as enjoyable as it has been in the past. The Formal aims to provide an opportunity for senior pupils to celebrate with their year group.

To ensure this, we recommend that costs are kept to a minimum. It is not expected that pupils should hire or purchase expensive formal clothing (e.g., expensive tuxedos or frocks).

Pupils are expected to attend school throughout the day. Year 12 and 13 will finish school at 2.30 to enable them to attend appointments and prepare for the evening. **Please do not make appointments during school hours. Pupils who do not attend school during the day without good reason may be denied entry to the Formal in the evening.**

Please note: No one will be permitted to enter the Formal after 8.30 or to leave before 11.30. Once pupils have left they will not be allowed back in.

We strongly recommend reinforcement of the following guidelines.

1. The Formal is for Middleton Grange School Year 12 and 13 pupils only. Others may not be invited or attend.
2. Parents should ensure their son's/daughter's transport arrangements to and from the venue are safe and appropriate.
3. Pupils are not to be involved in pre-functions where alcohol is available. The school requests that parents provide vigilant oversight in this important matter and be consistent with this policy. Pupils will not be permitted entry if they do not abide by this request.
4. The standard of conduct expected is the same as for any school function or activity. Inappropriate behaviour may result in parents/caregivers being asked to collect their son/daughter.
5. The entire venue is substance-free for the evening. Parents will be asked to collect any pupil found to be in possession of drugs, alcohol or cigarettes.
6. The School does not support post-Formal functions, but if they are arranged we suggest the following:
  - i. Parents ensure the function is well supervised by several sets of adults at all times.
  - ii. Alcohol not be permitted at the function.
  - iii. Supervising parents watch for 'gate crashing' by other parties.
  - iv. Networking amongst parents will ensure appropriate standards and expectations prevail.
  - v. The School is unable to arrange oversight or organisation for such functions.

A number of staff will attend the Senior Formal and will supplement the security supervision provided by the venue. Thank you for your support. Should you require further details please contact Mrs Velluppillai.

Yours sincerely

Mrs R Velluppillai  
Head of Senior College