

Osborne School

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Headteacher: Sonia O'Donnell

6 June 2018

Dear Parents and Carers

Leavers Arrangements

I am writing to invite you to two very special occasions taking place on Friday 29 June.

The first is our Leavers Assembly which will take place at 10.00am. The Mayor will present pupils with their Record of Achievement and we will celebrate the pupils' successes during their time at Osborne. The assembly will last approximately one hour after which refreshments will be served and there will be the opportunity for photographs to be taken. Pupils will then be allowed to return home and prepare themselves for the Prom in the evening. If your child is taking part in the NCS programme, please can you arrange for them to have this day off.

The Leavers Prom will take place in the evening from 6.30pm until 9.00pm. The evening will certainly be one to remember with a theme this year of 'New York', so I hope you will be happy to pay £10.00 per person towards the cost of the meal and refreshments. The dress code for the evening is formal. A VIP invitation is enclosed with this letter.

To help us plan for these exciting events I should be grateful if you would complete and return the attached slip.

I look forward to welcoming you all to celebrate your son/daughters last day at Osborne School/College. Please encourage your young person to dress for the occasion!

Yours sincerely

Sonia O'Donnell
Headteacher

Arrangements for Leavers Day

* *Please delete as appropriate*

Assembly

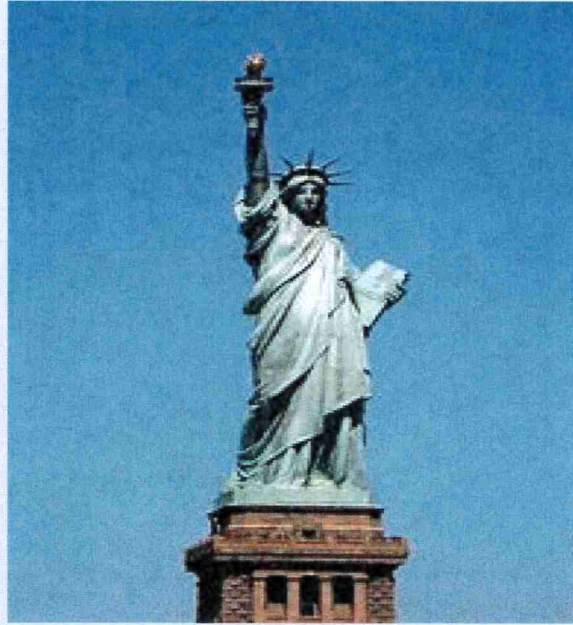
- * I will be attending the Leavers Assembly and would like _____ seats.
- * I am unable to attend the Leavers Assembly

The Prom

- * My son/daughter will be attending the Prom
- * I would like to attend the Prom with my son/daughter so will need _____ extra tickets.
- * I enclose £ _____ (£10.00 per person) towards the cost of the meal and refreshments
- * My son/daughter will not be attending the Prom

Signed: _____ Date: _____

Pupil/Student Name: _____ Class: _____



*The staff and governors of Osborne School
have pleasure in inviting*

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*To
Our Leavers Ball*

*To be held on
Friday 29 June 2018 at 6.30pm
At Osborne School, Winchester*

*Dress: Formal
Carriages at 9.00pm*