



10th November 2025

Dear Parents and Carers of Year 11 Students,

I hope this letter finds you well. I am writing to update you on the Year 11 Passport to Prom initiative and to outline the next steps for students as they work towards earning their free ticket to Prom.

As part of this initiative, Year 11 students were required to submit their Passport to Prom for Autumn half-term one, documenting their efforts in completing a variety of challenges to reach the 40-point requirement. These are challenges that students can easily complete by just engaging positively in their day-to-day schooling. The challenges, designed to support students' academic progress and personal responsibility, included attending 10 booster sessions, arriving on time, bringing the correct equipment, wearing the correct uniform, and more. You can review the challenges yourself in the 'Passport to Prom' document attached.

Over the next week or so, students will receive a letter from their tutor outlining how their progress has placed them into one of the following three categories:

- **Category 1:** Students who achieved the required 40 points and are on track to secure their ticket to Prom. Their hard work and commitment to meeting these expectations are commendable.
- **Category 2:** Students who did not reach the 40-point requirement. These students will need to complete additional booster sessions to remain on track. For instance, a student who earned 35 out of 40 points would need to attend 5 extra booster sessions to fulfil the requirement. These booster sessions are held after school and last 30 minutes. Students have been given a record sheet to log their attendance at these extra booster sessions.
- **Category 3:** Students who did not submit their Passport to Prom and therefore are currently not on track to secure their ticket. It is essential to note that a completed Passport is required each half-term for students to attend Prom.

We strongly encourage you to discuss with your young person which of the above categories applies to them on their journey towards Prom.

If you have any questions or need further clarification, in the first instance, please do not hesitate to reach out to your young person's tutor. Alternatively, please feel free to contact me directly. We are committed to supporting all students on this journey and look forward to celebrating their achievements at the Prom.

Warm regards,

*Daniel Shine*

Daniel Shine  
Assistant Principal