

October 2017

Dear Parents/Carers

**Key Stage 4 Graduation Ceremony Hotel Bristol – November 29<sup>th</sup> 2017**

You are cordially invited to our annual Graduation Ceremony, a celebratory evening which provides us with an opportunity to present students with their original exam certificates. We have really valued the support that you have given as your sons and daughters have moved through the school and hope that you will want to join in our celebration of their successes.

During the evening, we will be celebrating the students' results from the summer and reflecting on what made this a special year group, with a short presentation from the Head teacher Mrs Fairbairn and the Head of Year Ms Ollerenshaw.

Special presentations will be made to a number of individual prize winners, as well as presenting each student with their own envelope of certificates.

It is very important for us to know all the students who will be attending to ensure that we have all their certificates to hand. We also need to know how many guests will be attending and therefore would be grateful if you could confirm your attendance either by using the reply slip below or emailing [ah@tretherras.net](mailto:ah@tretherras.net).

This is an important and formal evening therefore we ask that the dress code is smart/formal.

Please join us from 6.30 pm with the evening starting at 7.00pm prompt. We anticipate that it will end at approximately 8.30pm.

We look forward to seeing you on November 29<sup>th</sup> 2017.

Yours sincerely



Ms S Goswell  
Deputy Headteacher

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Reply Slip: **Please return to Mrs Higginson in the Exams office by 27/11/17  
or email: ah@tretherras.net**

**KS4 Graduation Ceremony – 29th November 2017**

Name of Student: \_\_\_\_\_

I will be attending the Presentation Evening and I will have \_\_\_\_\_ guests.

Signed: \_\_\_\_\_