

October 2008

Dear Parents/Guardian

### Arrangements for Prize-Giving 2008

I am pleased to enclose an invitation to Prize-Giving which this year is to be held on Thursday, 13<sup>th</sup> November at 11.00am in the Philharmonic Hall, Liverpool. Arrangements for the day are outlined below and your co-operation is requested in returning the completed reply slip TOMORROW if possible and in any case NO LATER THAN Friday, 7<sup>th</sup> November, in order that arrangements may be made.

1. ALL girls including Sixth Formers should come to School in the morning and they will be transported by bus to the Philharmonic Hall at the following times:
  - a) Senior Choir / Chamber Choir Register 8:30am (Mu 1) Depart 8:40am
  - b) Middle School Chamber Choir Register 8:30am (C.H.) Depart 8:40am
  - c) Remainder of School Register 9:30am Depart by 10:00am

NOTE: Girls not in choirs may arrive in school at the usual time of 8:35am if this is more convenient, eg if they travel by private bus.

Sixth Form girls who have their own cars should not take them to the Philharmonic Hall for reasons of insurance and parking.

2. The ceremony will begin at 11:00am and it is estimated that it will finish by approximately 1:15pm. Parents should make their way to seats in the rear Balcony. (nb. some members of the school will be seated at the front of the Balcony.)
3. After the ceremony, transport by bus **back to school** will be available for all girls. Girls who wish to return to school on the bus must indicate this clearly on the reply slip.  
All school buses will depart at 4.00pm from MTGS. Girls will be given lunch at 1.45pm and will be supervised until 4.00 pm.  
**Girls who wish to stay in school under supervision, should indicate this clearly in the reply slip.**
4. Girls below Sixth Form level not returning to school by bus may not have lunch in cafes etc in Liverpool unless accompanied by a parent/adult and all girls are reminded that their behaviour throughout the day should be exemplary and in accordance with School Rules. **Girls must not take any bags on the buses, including a change of clothing.**
5. A snack lunch will be available in school from 1:45pm for girls who wish to eat before going home and who order it on the accompanying reply slip.
6. PARENTS ARE ASKED NOT TO TAKE THEIR DAUGHTERS OR ANY OTHER GIRL HOME IF THEY HAVE INDICATED THAT THEY ARE GOING TO RETURN TO SCHOOL ON THE BUS.
7. **Reminder: There will be no lessons on Prize-Giving Day and school will be closed after 4.00pm**

We look forward to seeing you at our celebration of girls' achievements and successes.

**Thank you for your co-operation.**

Yours sincerely



L A Robinson (Mrs)  
Headmistress