

October 2010

Dear Parents/Guardian

Arrangements for Prize-Giving 2010

I am pleased to enclose an invitation to Prize-Giving which this year is to be held on **Friday, 5th November** at 11:00am in the Liverpool Philharmonic Hall. Arrangements for the day are outlined below and your co-operation is requested in returning the completed reply slip AS SOON AS POSSIBLE and NO LATER THAN Friday, 15th October in order that necessary 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 (CHall)	Depart 8:40am
b)	Middle School Choir:	Register 8:30am (Mu1)	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.
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 4:00pm.
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.

Thank you for your co-operation.

Yours sincerely

L A Robinson (Mrs)
Headmistress

PRIZE GIVING 2010

PLEASE RETURN THIS COMPLETED REPLY SLIP TO YOUR FORM TUTOR AS SOON AS POSSIBLE AND NOT LATER THAN FRIDAY 15TH OCTOBER.

1. Daughter's Name Form
2. How many parents/guests will be attending?
3. Do you require wheelchair access? Yes (Please tick if appropriate)
- Do you require access by lift to the Hall's seating Yes
4. Do you wish your daughter to RETURN TO SCHOOL on a school bus after the ceremony?
- Yes
- No (Please tick if appropriate)
5. Do you wish your daughter to have a **SNACK LUNCH AT SCHOOL**?
- Yes (Please tick if appropriate)
- No
6. Do you wish your daughter to be **SUPERVISED UNTIL 4:00PM** in order to travel home on the school bus?
- Yes (Please tick if appropriate)
- No

PLEASE NOTE: The School does not accept responsibility for any girl not returning to school on the school bus.

Signed(Parent/Guardian) Date