

## Senior Girls

Merchant Taylors' Schools  
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Headmistress: **Mrs LA Robinson MEd BA(Hons) NPQH**  
Headmistress's PA: **Mrs J Baccino**

October 2017



For Boys and Girls  
aged 4 to 18 years

Dear Pupil

It is with much pleasure that we invite you to come and receive your certificate and/or prize on **Friday, 17<sup>th</sup> November** at the Philharmonic Hall. The guest speaker is Clare Lilley, an old girl and director of Programme at Yorkshire Sculpture Park.

This is a very important and prestigious occasion when we are proud to recognise your achievements, along with those of other girls. If you are able to come will you please be sure to be in your seat by 10.30 am as Prize Giving begins at 11.00 am. Please may I respectfully remind you that this is a formal occasion and that you are expected to remain in your seat for the duration of the event, and to avoid any embarrassment or unfavourable comment, I would suggest that you wear appropriate dress for this formal occasion.

Please apply online for seats for your parents and guests via trybooking using the following the link <https://www.trybooking.co.uk/CPK> and tickets will be sent to them in due course. A seat has already been reserved for yourself and therefore you are not required to book a seat online. Please note admittance is strictly by ticket only AS DIRECTED BY THE ROYAL PHILHARMONIC STAFF.

This year we are inviting recent leavers to coffee and light refreshments after the ceremony on the 17<sup>th</sup> November, at approximately 1.00 pm. This will give you an opportunity to talk both to your friends who are there and to members of staff, past and present. To assist with catering arrangements, please email Mrs Regan [a.regan@merchanttaylor.com](mailto:a.regan@merchanttaylor.com) as to whether you will be attending the ceremony **by Monday 23<sup>rd</sup> October**.

If you are unable to attend Prize Giving will you please arrange to collect your Certificate after 17<sup>th</sup> November. If you cannot collect it yourself, perhaps a member of your family could collect it for you, since a personal signature is required to acknowledge receipt. We are sorry but we cannot undertake the responsibility of posting Certificates to you, as the Board will not replace a Certificate lost in the post.

I look forward to the possibility of seeing you, if only briefly, on 17<sup>th</sup> November.

Yours sincerely

Mrs L A Robinson  
Headmistress