

Our Ref: 098/17

12th October 2017

Dear Parent/Carer

Annual Prizegiving at Anglican Cathedral – 2017

I am writing to advise you about our Annual Prizegiving at Liverpool Cathedral. As published in the school calendar, Prizegiving will take place at 7pm on Thursday 19th October 2017. We are delighted to welcome Father Richard Peers, Director of Education for the Diocese of Liverpool, as our guest speaker this year.

As usual, school will finish at 12.55pm on 19th October; there will be no afternoon school that day. Instead, the afternoon register will be taken at Prizegiving, and this is why attendance is compulsory for all students except those currently on work placements (see below). Your son/daughter should report, **in full school uniform**, to his/her form tutor by 6.30pm at the back of the Cathedral (in the well area) in order to receive their registration mark. May we respectfully remind parents that Evensong finishes around 6.10pm and your child is therefore asked to remain as silent as possible if they enter the Cathedral before then.

Some Year 11 students are currently on work placements on Thursday afternoons. **Work placements will take place as usual on Thursday 19th**. Since their afternoon registration is effectively taken at their placement, attendance at Prizegiving is optional for these pupils (although we would naturally hope that as many students as possible would wish to be part of such an important school occasion, particularly those who may be receiving a prize). You should be aware that apart from work placement students, any other students who do not attend Prizegiving will be given an unauthorised absence for the afternoon of 19th October.

I am aware that some Arriva bus services may be affected by strike action on Thursday 19th (although I have also been advised that the previously-announced strike action affecting Stagecoach bus services has now been cancelled). Unfortunately we will not be able to accept this as a reason to authorise absence from Prizegiving, as sufficient notice has been given for alternative arrangements to be made. Parents who wish to attend Prizegiving are welcome to park nearby, although please note that there is a £3.00 car parking charge to park at the Cathedral itself.

Year 7 students, musicians and members of the school choir will attend a rehearsal at the Anglican Cathedral during the morning of Prizegiving. At the end of the rehearsal they will be transported back to St Margaret's, where they will be dismissed from school alongside everyone else at 12.55pm.

It is anticipated that Prizegiving will end at approximately 8.30pm and it is important you make satisfactory and safe arrangements are made for your son/daughter's journey both to and from the Cathedral. If you have any concerns regarding this, please contact your child's Head of Year in the first instance. Likewise, please let your child's Head of Year know if the early finish on Thursday presents any problems, as it will be possible for us to supervise a small number of pupils until 2:30pm if – and only if – this is requested at least 24 hours in advance.

I look forward to seeing you on this important occasion in celebration of the success of our students.

Yours sincerely



Stephen Brierley
Principal