



**Teddington  
School**

Teddington School, Broom Road,  
Teddington, Middlesex TW11 9PJ

**T** 020 8943 0033

**W** [www.teddingtonschool.org](http://www.teddingtonschool.org)

**E** [info@teddingtonschool.org](mailto:info@teddingtonschool.org)

*Headteacher: Kathy Pacey НРQH*

12 June 2019

Dear Families

**Year 13 Graduation Ball Thursday 27 June 2019 7.30-11.30pm**

As their Head of Year I am extremely proud of Year 13 and am looking forward to celebrating the final stages of their Teddington School journey at their Graduation Ball on Thursday 27 June.

The Graduation Ball is being held at the Wharf, Teddington. There will be welcome drinks between 7.30-8pm and we would like students to arrive at this time. The evening finishes at 11.30pm. I am aware that the majority of students will be able to purchase alcohol on the premises as they are 18 years of age, but a small number of students are 17 years old and therefore the purchase of alcohol is illegal. On arrival at the venue students will be issued with a coloured wrist band. This band must be worn throughout the evening and will indicate to bar staff which students are able to purchase alcoholic drinks. Please note that we will be offering all students (that want one), an alcoholic welcome drink. If your child is under 18 at the event (we will have a list) then you must email me **before** the 27 June to confirm you are happy for them to have this drink. If I do not hear from you then your son/daughter will be offered a non-alcoholic drink only. My email address is [mmetcalfe@teddingtonschool.org](mailto:mmetcalfe@teddingtonschool.org)

I have signed The Wharf's Code of Conduct for the evening and as a school we must adhere to this. If any student breaks this code of conduct e.g. bringing illegal substances onto the premises or drinking to excess, we will contact parents and ask them to collect their child from the venue. There will be security on site and students will be searched on arrival. The final decision regarding the removal of a student will be with The Wharf.

I would be grateful if you could read this letter and speak to your child about their conduct at the Graduation Ball so that they are aware of the consequences should any issues arise. I do not foresee any problems as I know the students are looking forward to the event as much as I am, however it is important that they are made aware.

I would really like to take this opportunity to thank you for your continued support over the past two years and look forward to celebrating the students' achievements.

Yours faithfully

Ms M Metcalfe  
**Head of Year 13**