

Our Ref JP/AH/RMO

11th September 2024



Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

Year 13 Prom 2025

We are delighted to share details of the 2025 leavers Year 13 Prom.

The Year 13 Prom will take place on Wednesday 16th July 2025 at Grand Station starting at 6.30pm and finishing at 11.00pm.

It is vital parents and students arrange transport to and from the venue prior to the event. We suggest students start arriving from 6.15pm. The Grand Station postcode is WV10 0BF.

There has been a delay in getting the Prom payment onto our Parent App. Therefore, to attend we require a deposit payment for Prom, a **£20** non-refundable deposit is required by Monday 4th November 2024 and final **£25** payment will be required by Monday 28th April 2025. May I emphasise this is a non-refundable payment.

In order to be able attend Prom students must have:

1. Met all coursework and assessment deadlines across all subjects
2. Displayed excellent behaviour and conduct throughout all mock and real examinations
3. Shown to have given their very best to their studies aiming to reach their targets in all subjects

If a child is suspended or excluded during Year 13 this will put their place at risk.

You must pay for your ticket via the WeDuc Matrix app, as we cannot accept cash from students or parents/carers.

Instructions on how to do this are detailed below and a quick set-up guide are below:

Paying for Your Prom Ticket

1. Log in to the WeDuc Matrix app if you haven't logged in previously email postbox@wednesfieldacademy.co.uk and the WeDuc Matrix app team will send new log in details to your email.
2. Click on the Offers tab along the top.
3. The Prom will appear in there up as an option to buy a ticket.
4. It will show the cost of the ticket, it is your choice as to whether you pay for the whole ticket or just the deposit. You would log in at a later date before the deadline and pay for the remainder of the ticket if you initially just chose the deposit option.

Finally, if your child is entitled to free school meals you are also entitled to support with Prom payments - please just contact the school via postbox.

We are excited to be able to help the students enjoy and remember their time with us, if you have any questions regarding Prom, please call us on 01902 558222 and ask to speak to Mrs Gwatkin, (Head of Sixth Form) or email us via postbox@wednesfieldacademy.co.uk.

Yours faithfully



Mr Phillips
Headteacher

