



Mrs S Brown  
*Headteacher and Campus Leader*

**Kinross High School**  
Loch Leven Community Campus  
Muir, Kinross, KY13 8FQ  
**Tel** 01577 867100 • **Fax** 01577 861830  
**Email** kinrosshigh@pkc.gov.uk

Contact: KHS Office

Our ref: SB/AM

Your ref:

Date: Monday 9 December 2019

Dear Parent / Carer

Our annual Winter Ball is taking place on Tuesday 17th December at Loch Leven Community Campus. The dance starts at 7pm and finishes at 10pm. It is open to S4/5/6 pupils and is an evening that is looked forward to by both staff and pupils. I am writing to you to share the arrangements for this event so that you can help us to ensure that it is a successful evening.

Entry to the event is between 18:50 and 19:30. Pupils will not be admitted after 19:30 unless agreed in advance with parents. We are most likely arranging professional security staff to help us monitor entry and exit to the event. A cloakroom is provided for storage of jackets bags etc. If pupils leave the Campus during the evening, they will not be able to re-enter the ball.

As you are aware Winter' Ball is a school event and our normal behaviour code applies. There is no place for alcohol at a school event. Pupils are made aware of our expectations and I am looking for your support to reinforce our expectation that no alcohol is brought to this event. I also ask you to ensure that your child is not consuming alcohol before the ball. This is because any pupil who is under the influence of alcohol will not be admitted. If a pupil is under the influence of alcohol parents will need to arrange to collect their child from the event and the young person will be dealt with through the school's discipline procedures.

Thank you for your support in ensuring that the Winter Ball runs smoothly.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'S Brown', written in a cursive style.

Sarah Brown  
Headteacher