Tuesday 14 November, 2017

Dear Parents/Guardians,

# Mary MacKillop College 2018 Formal

I am delighted to invite your daughter to the Mary MacKillop College 2018 Formal for Year 11 and Year 12 students to be held at the Adelaide Convention Centre on Saturday 10 March. Your daughter is welcome to bring a guest as her partner. As this is a senior Formal for students, the guest must be in at least Year 11 or 12. Whilst some partners may be in other educational institutions or the work force, the guest is to be no older than 19 years of age.

As this is a school event, safety of our students and their guests is paramount and for this reason we have processes and guidelines in place to ensure the occasion is a success.

Parents and students are reminded that alcohol, drugs and smoking are not permitted. Furthermore, it is an offence for any person to supply alcohol to anyone under the age of 18 years. It is also an offence for persons under 18 years of age to consume alcohol or to be on licensed premises except in the company of their parents or guardian for the purpose of consuming a meal. Consequently, any student or partner attending the Formal under the influence of alcohol or drugs will be sent home.

It is the responsibility of parents to ensure their daughter arrives and departs from the Convention Centre safely. Car parking is available in the Convention Centre car park. Furthermore, parents need to be aware of any arrangements their daughter has made for before and after the Formal. The College does not sanction pre or post parties where alcohol is illegally provided to or consumed by minors. These regulations apply to all guests even if they are not currently a school student.

Students and their partners are notpermitted to leave the Convention Centre before 11.00pm. Should the need to leave before this time arise, parents will be notified and there will be no re-admittance to the Formal. Students are advised not to bring large amounts of money or valuables as there are limited cloakroom facilities. No responsibility will be taken by the College for the loss of valuables.

Whilst the Formal begins at 7.00pm, Year 12 students are asked to be at the Adelaide Convention Centre by 6.30pm in order for the MMC Year 12 group photograph to be taken. I, along with members of the College Leadership Team, will welcome all other guests from 7.00pm – 7.30pm. The Formal concludes at 11.00pm.

The cost of the Formal ticket is $125 per person which includes dinner, soft drinks and Trybooking fees. The online purchasing will be available through this link: [**https://www.trybooking.com/QYHK**](https://www.trybooking.com/QYHK), which will open on Monday 5 February 2018 and will close on Friday 23 February 2018.

For Year 12 students, please note that the payment of the Formal and the Retreat should be done at the same time, hence the total amount to be paid is $405.

There are two important documents that need to be completed. These documents can be downloaded from the College Website – [**http://www.marymackillop.sa.edu.au/news-events/student-updates-forms**](http://www.marymackillop.sa.edu.au/news-events/student-updates-forms)and hard copies are attached.

* The **Mary MacKillop College 2018 Formal *Student Permission Form*** is to be completed and returned by Friday 2 February 2018.
* The **Mary MacKillop College 2018 Formal *Partner Acknowledgement******Form*** is to be completed and returned by Friday 2 February 2018.

The supervising teachers for the evening include Deputy Principal, Helen Steele, Year 12 Pastoral Care Coordinator, Jeanene Corbo, Year 11 Pastoral Care Coordinator, Sarah Morris, along with Year 11 and 12 Pastoral Care Teachers.

We are sure that this will be an enjoyable and memorable occasion for Mary MacKillop College senior students, their partners and staff.

Yours sincerely,

Kath McGuigan

**Principal**

# Mary MacKillop College 2018 Formal

# Student Permission Form for Year 12

## Please complete this permission form and return to your Pastoral Care Coordinator by Friday 2 February 2018.

**Formal details**

**Date**  Saturday 10 March 2018

**Venue** Adelaide Convention Centre, North Terrace, City

**Time** 7.00pm to 11.00pm

**Special Arrival time** 6.30pm for all Year 12 students

**Student Information**

**Student Name** **Pastoral Care Class**

 **I will** be attending by **myself**  **I will** be attending with a p***artner***

**Student Dietary Requirements**

 YES. I do have dietary requirements NO. I have no dietary requirements

Please give details:

**Partner Information**

## Please complete the following information about your Formal Partner

Name Date of Birth

Address:

Email address

School /

Educational Institution Year Level

**Partner Dietary Requirements**

 YES. I do have dietary requirements NO. I have no dietary requirements

Please give details:

**Parent/Guardian Agreement**

I have read the accompanying letter from Mrs McGuigan and understand the processes and guidelines for the Mary MacKillop College Formal to be held on Saturday 10 March.

I give permission for my daughter to attend.

Parent/Guardian (Print Name) Parent/Guardian Signature Date

# Mary MacKillop College 2018 Formal

# Partner Acknowledgment Form

## Please complete this acknowledgement form and return to Mary MacKillop College by Friday 2 February 2018.

**Partner Information**

I, ***Partner name*** have read the regulations and expectations as listed below and agree to all terms and conditions for the Mary MacKillop College Formal on Saturday 10 March, 2018.

1. Dress for the evening is formal with dinner and soft drinks provided.
2. Behaviour appropriate for a school function is expected.
3. As a guest you are required to bring some form of Photo ID.
4. Students and their guests are not permitted to leave the event before 11.00pm unless they are collected by a parent.
5. There is to be no consumption of alcohol or other drugs prior to arrival at the venue.
6. Alcohol, drugs and smoking are not permitted. This rule is common to all College events and we reserve the right to remove persons who break this condition of entry.

Print Name Signature Date

Name of Mary MacKillop College Student

**Partner’s Parent/Guardian Acknowledgment and Signature**

I am aware that my child is attending the Mary MacKillop College 2018 Formal on Saturday 10 March, 2018 at the Adelaide Convention Centre.

**Contact Mobile Phone number(s) of Parents/Guardians**

*(Name) (Mobile)*

Parent/Guardian # 1:

Parent/Guardian # 2:

*(Name) (Mobile)*

Parent/Guardian Print Name Parent/Guardian Signature Date