25 June 2012

Dear Parent/Carer

The SRC is organising a school disco in Mercy Hall on Wednesday 18 July commencing at 7.00pm and concluding at 10.00pm.

In order to provide a safe environment for all involved, it is very important that we again stress our rules and procedures for school functions such as these. **Smoking and alcohol are strictly forbidden.** Any evidence of drinking alcohol at the disco will result in being withdrawn from school for a period of time and a ban on attending future discos. Any student who consumes alcohol before the disco will be treated equally as severely. We have a breathalyser at the disco and we reserve the right to breath test any students whom we suspect have consumed alcohol. The purchase of disco tickets is voluntary and students who purchase a ticket do so under the condition that they will willingly submit to a breath test if requested by staff. Students who choose to consume or bring alcohol or drugs to a school function will place in jeopardy their continued enrolment at James Sheahan. Any students who are found to have broken these strict rules will be withdrawn from school for a period of time and parent interviews will be necessary before a return to school is permitted.

If students are deemed to have consumed alcohol or some other drug parents will be telephoned immediately, and will be required to come and pick up their child without delay.

**Please do not give permission for your child to attend this disco if you are not prepared to support our stance in this regard. In signing the child’s disco ticket you are indicating that you have a) read this letter and b) give your express permission for the above.**

The theme of the disco is “**All Around the World**” and students are allowed to dress up. Outfits need to be considered carefully though, as brief, skimpy or distasteful outfits are not acceptable. All students are **required to wear adequate footwear**, even on the dance floor, and all students are expected to wear a shirt or top. Boys take particular note: a shirt or top MUST be worn at all times. Students without shoes/appropriate footwear or without shirts will be refused entry. It is the prerogative of the school staff to determine what constitutes inappropriate dress. Please do not bring items such as glow sticks or silly string as they will be confiscated at the door.

Entertainment will be provided by a DJ and refreshments will be available to buy. Tickets cost $7.00 and can be purchased at lunchtime in the Quad from Wednesday 27 June to Friday 29 June this term or Monday and Tuesday, 16-17 July next term. Tickets will NOT be available from the door. Parents/carers may purchase tickets at the front office, but students should make every effort to purchase the tickets themselves.

**Students must have the permission note section of the ticket signed by a parent or carer.** An example of the disco ticket is shown above. The ticket will be checked and collected by a supervising teacher on the night of the disco.
Students arriving late or having to leave early will need to have a note given to Mrs Johnston BEFORE the night of the disco. At the conclusion of the disco, parents and carers can wait outside the hall. The doors to the foyer will not be opened until the students leave. The disco will be supervised by volunteer teachers and security guards will patrol the perimeter and car park.

Parents or carers will be called to collect a student immediately if:
- The student is dressed inappropriately,
- The permission note on the ticket is unsigned,
- The student is suspected of alcohol or drug use,
- The student is found smoking,
- The student is behaving inappropriately or violently.

It is essential that we have an accurate contact phone number for all parents of students attending the disco. We expect that you will be contactable during the course of the evening should this be necessary.

Thank you to all the students, staff and parents who have made our past school discos such a success. With your continued support, we look forward to a great evening early next term.

Yours sincerely

Mr Michael Tilston
Administration Coordinator