



c/o The Bursar  
Royal Grammar School  
Amersham Road  
HIGH WYCOMBE  
Buckinghamshire  
HP13 6QT

14<sup>th</sup> September 2017

## Chiltern Music Academy at the MFY School Proms

Dear Symphony Orchestra,

As you all know we are delighted that the Symphony Orchestra has been asked to perform in the School Proms at the Royal Albert Hall on October 11<sup>th</sup> and November 15<sup>th</sup>. The days' arrangements are outlined below (exact timings tbc.) and I would be grateful if you would read them through and return a hard copy of the consent form and payment **as soon as possible**. All those attending school must apply for formal leave of absence and **everyone** needs to email the parental consent form to [sally.stafford@chilternmusicacademy.org](mailto:sally.stafford@chilternmusicacademy.org) by Wed 20<sup>th</sup> September if they have not yet handed in the hard copy. Students not at school and over 18 can sign their own. For any child below the age of 16 on the day of the first performance, we also need a Performing Licence Form completed by the school he/she is attending, and we will ask schools directly for this.

### October 11<sup>th</sup> Primary School Proms

Arrive in concert dress\* at Green Road behind RGS by 6:30 am. Please bring a packed lunch, water and the instrument/s you are playing on the day. Depending on the weather it may be appropriate to bring a coat.

We will depart from Green Road as soon as possible to arrive at the RAH by 8 am to book in. Our on stage sound check is at 8:30 and the two performances in which we will play 'Mars' are at 10 am and 2 pm. We will return to Green Road High Wycombe around 5pm.

### November 15<sup>th</sup> Last Night School Proms

Arrive in day clothes at Green Road behind RGS by 10:00 am. Please bring concert dress\*, a packed lunch and tea, water and the instrument/s you are playing on the day. Depending on the weather it may be appropriate to bring a coat. We will depart from Green Road as soon as possible to arrive at the RAH by 11:30 to book in so that we can rehearse and have sound checks for the Shostakovich and the Pete Letanka finale. Doors open for the public open at 6:15 and the concert starts at 7pm, ending at 9:30. We will return to Green Road, High Wycombe around 10:45 pm.

\*We all need to be especially smart: please note girls should wear **long** black skirts/dresses or black trousers.

As in our first email, Early Bird Tickets for 15<sup>th</sup> Nov are only available until 16<sup>th</sup> Sept. Remember to quote '28478' or 'Early Bird' when booking to get the 15% discount.

Please complete the consent form below and hand it in at the next rehearsal with payment of £15 for each child and each concert you are attending. We have kept costs down to an absolute minimum and have already sounded out Heads of Schools for leave of absence with very positive responses, so we are expecting a near complete attendance for both occasions.

Many congratulations once again. With very best wishes, Sally Stafford

**PARENTAL CONSENT FORM****TRIP / EVENT Information**

<b>Events and venues</b> Music for Youth Royal Albert Hall Proms 1) Weds 11 <sup>th</sup> October and 2) Weds 15 <sup>th</sup> November	Date: 15 <sup>th</sup> September 2017
	<b>Departure times (tbc) and location:</b> Green Road, behind RGS, High Wycombe 1) 6:30 am      2) 10.00 am
<b>Event /Tour Party Leader:</b> Sally Stafford	<b>Return time and location:</b> as above at approx. 1) 5 pm &      2) 10:45 pm

**STUDENT INFORMATION**

Student Name: Address:	Age on 11 <sup>th</sup> October 2017: _____ years  Date of birth: _____
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**Medical Conditions / Allergies:****Travel INFORMATION** Please tick to confirm you are coming on the coach

11<sup>th</sup> Oct: Outward journey  Return journey   
15<sup>th</sup> Nov: Outward journey  Return journey   
**Year 14+s only:** I will be submitting a travel claim for CMA to present on day of performance:  
Yes/No

**Parent INFORMATION**

Name of Parent/Guardian:	Contact Number(s) at time of events: 1) &, if different 2)
I understand the need for my son/daughter to act responsibly during these events and to follow all instructions given to them by the Party Leader. I have applied to my child's school for leave of absence for both events. I enclose a cheque for £15 for each child payable to 'Chiltern Music Academy' to cover the costs of travel for each event.	
Parents' Signature:	Date: