

September 2023

**KS4 & KS5 Prizegiving Ceremony - Thursday 5th October 2023**

We are delighted to invite you for this very exciting and rewarding event for which your child has received a nomination. We do hope you will be able to join us on this occasion to celebrate their achievements over the past academic year.

This event is always very popular, unfortunately, due to the limited space available we must restrict the number of guests to a maximum of two for each prize-winner. Also, due to the number that our auditorium can hold, we may need to restrict to a first come first served basis, so please don't delay in responding.

Prize winners are to arrive by 6.00pm, guests seated by 6.30pm. Prize-winners must report to their Head of Year in the main canteen, where you will be allocated your seat and given instructions for the evening. We anticipate that the ceremony will end at around 7:30pm.

In order to assist with planning, please confirm whether you will be able to attend by filling in the link [here](#). Please ensure you complete the form by Friday 29th September.

If you are unable to attend, we will hold your child's certificate in the main office for collection.

Yours sincerely

*Mrs R Dixon*

Mrs R Dixon  
**Assistant Headteacher**

**[www.cleevepark-tkat.org](http://www.cleevepark-tkat.org)**

Cleeve Park School, Bexley Lane  
Sidcup, Kent  
DA14 4JN

Tel: 020 8302 6418  
Fax: 020 8308 1571  
Email: [enquiries@cleevepark-tkat.org](mailto:enquiries@cleevepark-tkat.org)

Headteacher: Mrs Alex O'Donnell  
Company Registration Number: 7348231

