ROOKS HEATH SCHOOL
Strive to be your best

Eastcote Lane, Harrow, Middlesex HA2 9AH
Tel: 020 8422 4675
Email: contactus@rooksheath.harrow.sch.uk

Headteacher: Mrs. M. Manderson B.A.(Hons), PGCE, NPQH

CEO: Dr. John Reavley**,** B.A. M.A. Ed.D.
www.rooksheath.harrow.sch.uk

17 November 2026

Dear Parents and Carers,

RE: Year 7 Mini Disco

I am pleased to inform you that as part of their course, the Year 13 BTEC Business class are organising a Christmas themed Mini Disco for Year 7 students on **Tuesday 15th December 2026** from **3.30pm to 5.00pm** in the **School Hall.** This event will provide an opportunity for students to embed themselves in the school's culture and meet their peers in a more informal setting.

This year there are two ticket options. A **£3 ticket** covers admission to the event, a slice of pizza and one drink. A **£5 ticket** covers admission, a slice of pizza, one drink and **3 free games**. Please note that **even with the £5 ticket, students will still need to bring spending money if they would like to play any extra games** beyond their 3 free ones, or to buy any additional snacks. **All payments are cash only.**

Due to the capacity of the hall, the number of participants allowed will be limited. Therefore, tickets will be sold on a first come, first served basis and will be available for purchase during registration from the **18th of November 2026**. Members of staff will be present at the event to help supervise.

If you would like your child to attend, please complete the permission slip at the end of this letter, including any allergies your child has and how they will be getting home after the event. Your child should then hand the slip and their **cash payment** to their **form tutor** by **Friday 04th December 2026**, and the Year 13 students will collect them from tutors.

Please note, we reserve the right to refuse a student's participation in an activity where their current behaviour fails to meet the school's expectations and/or presents a health and safety concern.

If you have any questions regarding the event, please feel free to e-mail me on contactus@rooksheath.harrow.sch.uk I look forward to seeing your child at the event.

Yours sincerely,

Mr U Al-Qazwini
Teacher of Business

Rooks Heath School is part of Tithe Academy, a charitable company registered in England and Wales, registered number: 07687178, registered office: c/o Rooks Heath School, Eastcote Lane, Harrow, HA2 9AH.

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Year 7 Mini Disco – Reply Slip

I confirm that I give consent for my child to attend the Year 7 Mini Disco on **Tuesday 15th December 3.30pm-5pm**

Student's Name: _____ Tutor Group: _____

Name of Parent/Carer: _____

Telephone Number: _____

Making own way home: Yes/No

If NO, being picked up by: _____

Allergies
Dietary: ----------

Ticket type (please tick one): ☐ £3 – pizza and a drink ☐ £5 – pizza, a drink and 3 free games
Payment is **cash only**. Students will still need extra money for any games beyond their ticket.

Parent/Carer's Signature: _____ Date: _____

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If you are unable to read this letter because English is not your first language, please ask someone who speaks English to contact us via email at contactus@rooksheath.harrow.sch.uk for a copy of this letter in your language.

Arabic: إذا لم تتمكن من قراءة هذه الرسالة لأن اللغة الإنجليزية ليست لغتك الأم، فيُرجى الطلب من شخص يتحدث الإنجليزية للحصول على نسخة من هذه الرسالة بلغتك.contactus@rooksheath.harrow.sch.ukالتواصل معنا عبر البريد الإلكتروني

Gujarati: જો અંગ્રેજી તમારી પ્રથમ ભાષા ન હોવાને કારણે તમે આ પત્ર વાંચી શકતા ન હોવ, તો કૃપા કરીને અંગ્રેજી જાણતી કોઈ વ્યક્તિને કહો કે તેઓ તમારી ભાષામાં આ પત્રની નકલ મેળવવા માટે contactus@rooksheath.harrow.sch.uk પર ઈમેલ દ્વારા અમારો સંપર્ક કરે.

Portuguese: Se você não conseguir ler esta carta porque o inglês não é a sua língua materna, por favor, peça a alguém que fale inglês para entrar em contato conosco pelo e-mail contactus@rooksheath.harrow.sch.uk e solicitar uma cópia desta carta no seu idioma.

Polish: Jeśli nie mogą Państwo przeczytać tego listu, ponieważ angielski nie jest Państwa językiem ojczystym, prosimy poprosić osobę mówiącą po angielsku o kontakt z nami pod adresem contactus@rooksheath.harrow.sch.uk w celu uzyskania kopii tego listu w Państwa języku.

Romanian: Dacă nu puteți citi această scrisoare deoarece engleza nu este limba dumneavoastră maternă, vă rugăm să rugați o persoană care vorbește engleza să ne contacteze prin e-mail la adresa contactus@rooksheath.harrow.sch.uk pentru a obține o copie a scrisorii în limba dumneavoastră.

Punjabi: ਜੇਕਰ ਤੁਸੀਂ ਇਸ ਪੱਤਰ ਨੂੰ ਪੜ੍ਹਨ ਵਿੱਚ ਅਸਮਰੱਥ ਹੋ ਕਿਉਂਕਿ ਅੰਗਰੇਜ਼ੀ ਤੁਹਾਡੀ ਪਹਿਲੀ ਭਾਸ਼ਾ ਨਹੀਂ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਅਜਿਹੇ ਵਿਅਕਤੀ ਨੂੰ ਕਹੋ ਜੋ ਅੰਗਰੇਜ਼ੀ ਬੋਲਦਾ ਹੈ, contactus@rooksheath.harrow.sch.uk 'ਤੇ ਈਮੇਲ ਰਾਹੀਂ ਸਾਡੀ ਭਾਸ਼ਾ ਵਿੱਚ ਇਸ ਪੱਤਰ ਦੀ ਇੱਕ ਕਾਪੀ ਪ੍ਰਾਪਤ ਕਰਨ ਲਈ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰਨ।

Urdu: اگر آپ یہ خط پڑھنے سے قاصر ہیں کیونکہ انگریزی آپ کی مادری زبان نہیں ہے، تو براہِ کرم انگریزی بولنے والے کسی شخص سے کہیں کہ وہ اس خط کی آپ کی زبان میں کاپی حاصل کرنے کے لیے ہم سے contactus@rooksheath.harrow.sch.uk- پر ای میل کے ذریعے رابطہ کرے

Farsi : اگر به دلیل اینکه انگلیسی زبان اول شما نیست قادر به خواندن این نامه نمی‌باشید، لطفاً از فردی که به زبان انگلیسی صحبت می‌کند بخواهید برای دریافت نسخه‌ای از این نامه به زبان خودتان، از طریق ایمیل contactus@rooksheath.harrow.sch.ukبا ما تماس بگیرید.