



# CASTLEHEAD HIGH SCHOOL



Camphill, Canal St, Paisley, PA1 2HL

Tel: 0300 300 1300

e-mail: [castleheadhighenquiries@renfrewshire.gov.uk](mailto:castleheadhighenquiries@renfrewshire.gov.uk)

web address: [www.Castleheadhigh.com](http://www.Castleheadhigh.com)

Head Teacher: **Mr Gordon Menzies**

**Children's Services**  
**Director: Steven Quinn**

Dear Parent/Carer,

I am writing to confirm final arrangements for pupils who are being recognised at the award ceremony on Thursday 1<sup>st</sup> June 2023 at Paisley West Church, King Street Paisley (formerly known as Martyrs Church).

### **Rehearsal 31/05/2023 – 13.00-14.45**

Pupils who are attending the award ceremony **must** attend a short rehearsal on Wednesday 31/05/2023 (with the exception of pupils who are attending one of the trips out of school). Pupils in S1-3 will be dismissed from class at 12.00 for lunch and should report to the King Street entrance of the church at 13.00. Pupils will be dismissed from the church at the end of the school day. Pupils who travel on the school bus to Elderslie will be dismissed in plenty of time to return to school and travel home on the bus.

*Only pupils who are attending the awards ceremony should attend the rehearsal.*

### **Awards Ceremony 01/06/2023 – 18.00- 20.00**

Pupils should report to the King Street entrance at 17.15 in full school uniform.

Parents should enter via the Broomlands Street entrance and arrive no earlier than 17.45 to be seated. We had asked parents/carers to inform us of any additional guests they would like to bring to the event.

However, unfortunately we are unable to accommodate any more than 2 guests per pupil with the exception of families who have indicated they require to bring younger siblings. If this changes we will contact parents who indicated they would like additional guests early next week.

We look forward to recognising the achievements of our pupils.

Kind regards,

Ms Gail Whitnall

DHT Camphill House

