



OUR REF : .....

TRN: 100483609200003

DATE: 30<sup>th</sup> July 2021

**To: Parents of students in Years 11, 12 and 13- PRIVATE PARTY BEING ORGANISED UNDER THE NAME OF SAINT MARY'S SCHOOL PROM**

Dear Parents,

**Greetings from Saint Mary's.** We have been receiving several phone calls and emails over the past few days from parents asking us for details of a 'Saint Mary's School Prom', being organized on the 9<sup>th</sup> of August at The Hyatt Regency Creek Heights.

We would like to clarify that the school is not involved in any way in the organization of this event and will not be liable or responsible for any actions that occur at the event or as part of it. This is a private party being organized privately and NO STAFF members will be in attendance.

We would also like to remind the organizers of this event that the school name and/ or logo should not be used in naming the event or in any materials connected with the event for which no prior permission has been sought.

We will also be informing the hotel authorities of the same as we would like them to understand their own liability in using the school name for an event that has not been officially organized by the school.

We wish you safe days ahead.

Yours sincerely,

Mr. Paul Asir Joseph  
( Principal )

