

Pro Excel – Final Arrangements
Saturday 24th March 2018

MESSAGES FROM MRS CULLEN

SETTING OFF from the Academy

We will be leaving the Academy no later than 7.15am recommended by the coach company to ensure that we arrive on time. Please can students arrive between 7am-7.10am to make sure that all 50 students are seated before 7.15am. Please arrive via the Kings Mead Entrance (back car park), the front of the school will be locked.

ARRIVAL to the Stadium

For parents that are coming to watch the event, the parking logistics manager at the stadium has advised all parents to park at: WESTFIELD STRATFORD CITY CAR PARK. The link is:

<https://uk.westfield.com/stratfordcity/services/all-services/parking-services/712>

Using the link above you can pre-book your parking and avoid the hassle and worry of doing it on the day.

DEPARTURE from the stadium

We will be leaving the Olympic Stadium between 4pm-4.30pm on the coach. We anticipate returning to the Academy between 6pm-7pm, traffic depending. Students can update parents on our location as we get closer to Folkestone. Again, please collect from the Kings Mead Entrance (back car park) the front of the school will be locked.

MESSAGES FROM MATT FROM PRO EXCEL – EVENT ORGANISER

WHAT TO WEAR

Please dress appropriately for the event but without question please: **GO TO TOWN ON COSTUME, MAKE-UP, HAIR ACCESSORIES ETC** – this is a celebration of everything that is dance and an atmosphere second to none is what we are creating. We want that to show that, not just in your final performance, but in how you look too.

Costume

- Pro-Excel event t-shirt – **VERY IMPORTANT** - these will be given out on the day. With this in mind all students must have on a white under t-shirt/vest top prior to arrival at The London Stadium so they can simply pop their performance t-shirt over the top as there will be no changing facilities for 1,700 students.
- Plain black leggings/joggers and plain black pumps/trainers but absolutely no logos. If there are any small logos on any item of clothing/footwear please cover them with black tape. Please also wear black undergarments.

- All clothing **MUST** be kept clean

Hair

- As students will have been told in rehearsals hair **MUST** be worn down – Alice-bands, ribbons etc are allowed
- Accessories and glitter encouraged

Make-up

- Full stage make-up encouraged to animate facial features
- Glitter and face paint designs encouraged

Colour scheme

- RED, WHITE & BLACK for all accessories, make-up, ribbons, glitter etc and again please **GO TO TOWN**.

NOTE: Can we ask that the majority of make-up/hair is done prior to arrival at The London Stadium as we will be restricted on time. Please adhere to all of the above . The focus is on individuality and not individual group uniformity.

What to Bring:

Please bring plenty of drinks – ideally still drinks/lots of water.

Also please bring a packed lunch/snacks as food at events like this is expensive and also tends to be very unhealthy! Remember it will be a long day so bring as much food as you believe will be required for the whole day (including for your journey to the event and home).

Of course, we are in England and this is an outdoor event. This means that we are at the mercy of the weather gods and as we know, particularly at this time of year, this can mean anything. With this in mind please come prepared for 'rain or shine'! Bringing waterproofs will be a wise decision. This is after all an outdoor event and we may have to rehearse in the rain for a short time. I would suggest bringing a change of clothes to wear on the coach on the way home and a towel too to dry off with. On the flipside, and as it was at Wembley Stadium for last years show, it may be hot. Sun cream, caps and sunglasses would be our suggestion if this is the case.

Above all it comes down to common sense and keeping an eye on the weather forecast in London on event day. Remember, we are all in it together – students, teachers, parents, fans and Pro-Excel staff alike - if it rains, so be it, but regardless let's do a little sun-dance on the morning of the event in hope of some warmth anyway. You just never know.

Accreditation:

Your wristbands will be sent out in the post to you this week. This is very important – **PLEASE ENSURE THAT ALL STUDENTS AND CHAPERONES HAVE WRISTBANDS ON PRIOR TO ARRIVAL AT THE STADIUM.** We will not have time for chaperones to be handing them out post arrival. Wristbands to be clearly visible on the **LEFT WRIST.**

NB: Upon arrival all students, chaperones and parents will be bag-checked before entering the stadium. Please ensure there are no glass bottles, aerosols, sharp objects in any bags as these will be confiscated.

I have added a link below to The London Stadium's security policy which you may want to read through:

<https://www.london-stadium.com/plan-your-visit/safety-and-security>

What Not to Bring:

Please avoid bringing jewellery as for health and safety reasons students cannot wear this during rehearsals or the final performance. Please avoid bringing valuables as we cannot guarantee safe storage of these during the performance. Glass bottles of any sort and aerosols will not be permitted in to the stadium or holding area.

Post-performance:

Immediately after the show students will go through a short de-brief with the Pro-Excel team followed by a photo opportunity for each school with the European Rugby Champions Cup currently held by our event partners, Saracens. At this point the Pro-Excel team will stand and full responsibility for students handed back to their respective schools and chaperones.

Useful links:

<https://www.london-stadium.com/stadium/about>

<https://www.saracens.com/Media/Default/Attachments/LONDON%20STADIUM%20PLAN.pdf>

<https://www.google.co.uk/search?q=where+to+eat+London+Stadium&oq=where+to+eat+London+Stadium&ags=chrome..69i57.11979i0j4&sourceid=chrome&ie=UTF-8>

www.facebook.com/groups/proexcel2002

.....

<https://www.saracens.com/>

Disclaimer:

ON RARE OCCASIONS SCHOOLS MAKE INDEPENDENT TRAVEL AND HAND OVER ARRANGEMENTS WITH INDIVIDUAL PARENTS AND FAMILIES FOR STUDENT ARRIVAL AND COMMONLY, POST SHOW ARRANGEMENTS.

PRO-EXCEL RECOMMENDS FOR SAFETY AND TO MAKE STUDENT MANAGEMENT AS ORGANISED AS POSSIBLE THAT WHERE POSSIBLE YOUR SCHOOL GROUP TRAVELS TOGETHER FROM HOME UNDER SCHOOL SUPERVISION AND SPENDS THE EVENT DAY AS THAT GROUP AND RETURNS HOME AS A GROUP – AS PER MOST SCHOOL TRIPS.

ON OCCASIONS FAMILIES WISH TO BE RE-UNITED WITH THEIR CHILD POST PERFORMANCE AT THE EVENT VENUE IN ORDER TO SPEND THE DAY TOGETHER OR DUE TO ONWARD FURTHER TRAVEL PLANS SUCH AS MAKING A WEEKEND OF THE TRIP AND NOT RETURNING HOME THAT DAY.

PRO-EXCEL WILL BE AS SUPPORTIVE TO YOUR SCHOOL AS WE CAN BE IN ADVISING WHAT WE BELIEVE TO BE THE MOST EFFECTIVE AND SAFE HANDOVER, PARTICULARLY WHERE WE HAVE VENUE EXPERIENCE. HOWEVER, PRO-EXCEL AND OUR EVENT PARTNERS CANNOT BE HELD ACCOUNTABLE OF PLANS YOU HAVE WITH YOUR SCHOOL THAT FALL FOUL FOR ANY REASON - FOR EXAMPLE; AT A RECENT EVENT WE HOSTED AT WEMBLEY STADIUM, A SCHOOL AND PARENTS ARRANGED TO HAND OVER A STUDENT POST SHOW OUTSIDE OF THE STADIUM GATES, THE STADIUM OPERATED A SCANNING SYSTEM ON TICKETS THAT DID NOT ALLOW RE-ENTRY. PLEASE NOTE IT IS THE RESPONSIBILITY OF YOUR SCHOOL AND PARENTS TO ENSURE THAT ANY ARRANGEMENTS YOU MAKE CAN BE SAFELY ACHIEVED. VENUE SAFETY RULES AND REGULATIONS ARE VERY STRICT AND THERE TO ENSURE EVERYBODY'S SAFETY.

ONCE PRO-EXCEL HAS HANDED STUDENT RESPONSIBILITY BACK TO SCHOOLS POST SHOW WE HAVE NO FURTHER RESPONSIBILITY FOR ANY ACTIVITIES THEY UNDERTAKE FOR THE REMAINDER OF THE DAY

Finally, and from all of us at Pro-Excel, can I say a huge thank you again to all of you involved in the project. We began production for this event way back in December 2016 and a lot has certainly happened since then!! Your support and commitment, particularly when we had the bad weather and a number of rehearsals had to be rescheduled, was invaluable and goes a long way to helping make projects like this happen. It never goes unnoticed and is greatly appreciated!

With that in mind we hope Saturday 24th March will be a day to remember for each and every one of you for many years to come – students, teachers, chaperones and parents alike - and look forward to seeing you this weekend.

NB: If you'd like to post or view photo's, video's and comments/testimonials from the event after the show please go to our Pro-Excel Facebook page which is:

www.facebook.com/groups/proexcel2002

Very best wishes,

Matt

PRO-EXCEL
