



SCHOOL  
PROM  
BROCHURE

2026

CROWNE PLAZA ROYAL  
VICTORIA SHEFFIELD

[INHOUSEEVENTS@CPSHEFFIELD.CO.UK](mailto:INHOUSEEVENTS@CPSHEFFIELD.CO.UK)

0114 252 6517



**CROWNE PLAZA**  
ROYAL VICTORIA SHEFFIELD

# ABOUT OUR *Venue*

For over 150 years the Crowne Plaza Royal Victoria Sheffield has excelled in providing the very best experience and is the premier venue to capture those ever-lasting memories of your event.

Whatever you have in mind we will endeavour to provide that special experience and help you organise your night just the way you want it.



## OUR *Rooms*


Our Ballroom with it's ornate ceiling, grand chandeliers and large wooden dancefloor, is the perfect event space to hold larger proms from 100 up to 320 guests.

Our Assembly room is ideal for smaller proms from 40 up to 90 guests and this room has its own private bar in the room as well as a dance floor.



# SCHOOL PROM

## *Packages*




### *Prom Package 1*

*Room Hire  
DJ and Disco  
Hot Fork Buffet*

*£29.00 per person*


### *Prom Package 2*



*Room Hire  
DJ and Disco  
2 Course Meal - Set Menu*

*£32.00 per person*

### *Prom Package 3*



*Room Hire  
DJ and Disco  
3 Course Meal - Set Menu  
Arrival Drink*

*£36.00 per person*

\* Package pricings are based on a minimum chargeable of 60 guests for the Assembly room and 100 guests for the Ballroom.



# COMPLIMENTARY EXTRA'S

*INCLUDED IN THE PRICE OF THE PACKAGE:-*

- Red carpet entry into the reception area - Grand Lounge\*
  - Bespoke Seating Plan & Table Numbers
- Events co-ordinator throughout the planning of your event
- Dedicated Banqueting Manager to look after your event
  - Private Bar on the night\*
  - Special discount on drinks on the night
    - Room for photographs\*
    - Cloakroom\*

*\*Terms and conditions apply & subject to availability*



## ARRIVAL DRINK OPTION

If you have selected the package that includes an arrival drink, please select one of the following:

- Non-alcoholic mocktail
  - Sparkling apple
  - Orange juice

1 glass per person. Organiser to select one option from the above.



## ADDITIONAL EXTRA'S

- Chair covers & coloured sash @ £3.50 per chair
  - Arrival drink @ from £2.50 per person
  - 12 Uplights @ £200.00
- Photobooth hire for 2.5 hours, with unlimited prints from 8:30pm-11pm @ £395.00

# SCHOOL PROM

## Buffet

### Meats - Choose 2 from the following:

- Beef and mushroom pie **DF LF**
- Spicy Chicken drumsticks **GF DF LF**
- Sweet chilli Crispy beef and noodles **DF LF**
- Beef Chilli con carne **GF DF LF**
- Breaded chicken burgers, with cheese and bacon **DF LF**
- Pepperoni pizza

### Vegetarian - Select 2 from the following:

- Cheese and potato pie **V**
- Margarita Pizza Slices **V**
- Vegetable Chilli con carne **GF, LF, DF, V, VE**
- Beetroot and chive burger **GFR DF LF V VE**
- Cajun Pasta bake **DF LF V VE**
- Veggie BBQ Nuggets **DF LF V VE**

### Sides - Select 3 from the following:

- Salad bar and dressings **GF, LF, DF, V, VE**
- Mashed potatoes **GF V**
- Steamed Mixed Vegetables **GF, LF, DF, V, VE**
- Spiced Potato wedges **GF, LF, DF, V, VE**
- Garlic ciabatta **DFR LFR V VE**
- Chunky chips **GF, LF, DF, V, VE**
- Plain Basmati rice **GF, LF, DF, V, VE**
- Falafel and sweet chilli **GF, LF, DF, V, VE**
- Mediterranean, orzo salad **DF LF V VE**
- Dirty Fries, cheese sauce, spring onions and crispy onion **V**

### Dessert - Select 1 from the following:

- Chocolate fudge cake and cream **V**
- Strawberry cheesecake **V**
- Selection of brownie bites, doughnuts and cookies
- Lemon posset **GF V**
- Vegan Chocolate torte **GF, LF, DF, V, VE**

DF = Dairy Free, GF=Gluten Free, LF=Lactose Free, V=Vegetarian, VE=Vegan,  
H = Halal, R = on request.

Sweet table is available at an extra cost of £3.50 per person,  
this includes a selection of tuck shop style sweets and popcorn.

# SCHOOL PROM

# Menu

Organiser to select **one** option as a set menu from the below. This is not a choice menu.

## STARTER

- Roasted Vegetable soup, garlic crème fraiche **(GF, V, DFR, LFR, VER)**
- Wild mushroom and chive risotto, fresh parmesan **(GF, DFR, LFR, VER, V)**
- Yorkshire pudding, onion and Henderson's gravy **(V)**
- Oriental Crispy duck salad, hoisin dressing **(LF, DF)**
- Ham hock terrine, piccalilli, sourdough bread **(GFR, LF, DF)**
- Vegetable pakora, minted yoghurt, mango and coriander **(GF, V, VER)**

## MAIN

- Horseradish and garlic rolled beef shin, mashed potatoes, confit carrot and celeriac, bourginion sauce **(GF, DFR, LFR) £2.00 per person supplement charge**
- Roast sea bream fillet, fondant potatoes, celeriac puree, fennel and parsley velouté **(GFR, DFR, LFR)**
- Mediterranean Spiced chicken breast, roasted butternut squash, feta crumb and crushed new potatoes **(GF, DFR, LFR, H)**
- Teriaki Sticky pork belly, ginger and lemon infused rice, grilled Bok choi, teriyaki sauce **(GF, DF, LF)**
- Breaded Chicken escalope, wild mushroom and chive cream, penne pasta **(GFR, DF, LF, H)**
- Roasted red pepper, sundried tomato and basil tart, Warm seasonal salad, toasted pine nuts, tomato pesto **(GF, D, LF, V, VE)**
- Wild mushroom and truffle pithivier, sauteed greens, basil cream **(DF, LF, V, VE)**

## DESSERT

- Homemade sticky toffee pudding, toffee sauce, vanilla ice cream **(GF, V)**
- Lemon posset and shortbread biscuit **(V, GF)**
- Warm Chocolate brownie, white chocolate dust, toasted marshmallow **(GFR, VR)**
- Mixed berry Eton mess, crushed meringue and fresh cream **(GF, V)**
- Strawberry cheesecake, macerated strawberries, berry gel **(V)**
- Chocolate and cherry torte, vegan vanilla ice cream **(GF, LF, DF, V, VE)**

DF = Dairy Free, GF=Gluten Free, LF=Lactose Free, V=Vegetarian, VE=Vegan, H = Halal,  
R = on request



# ADDITIONAL

# Information

## ENTERTAINMENT

The hotel DJ is available in all packages.

We allow school proms to book outside entertainment for their event, however you must ensure that any entertainment you bring to the hotel have public liability insurance to cover up to a minimum of £10 million and a valid PAT test certificate.

## SECURITY

The Hotel's policy for student events is as follows; Minimum of 2 security guards have to be booked for events over 100 guests & 3 guards required for over 300 guests.

This is an additional cost to be paid along with the final payment.

100 - 299 guests = £250.00 & 300 plus guests = £350.00.

Minimum number of 5 hours included in prices above. Extra hours are chargeable if required.

## DECORATIONS

We allow clients to bring in the following decorations to the hotel; balloons, flowers, table decorations & fairy lights. Any electrical equipment must be PAT tested.

## MINIMUM NUMBERS

The Hotel works on a minimum number policy rather than a room hire policy.

Minimum numbers agreed at contracting stage will be the minimum numbers that will need to be paid for.

## PAYMENT

A £500 deposit is required when confirming a booking this is non-refundable.

We allow payment by card, BACS transfer or cash .

The final balance is due to reach the hotel 2 weeks prior to the function.

This will included payment for security guards & the holding bond.

A £200 holding bond is required prior to the event (to be paid via the school). No booking is valid without this bond. The bond will be refunded back up to 7 days after the event has taken place considering no damages or mess has been made.

## CAR PARKING

Please be advised that the hotel has onsite car parking, and is complimentary for the duration of your ball.

Overnight parking is available at £6.00 per vehicle and is to be paid and registered at reception.