GARDEN CITY HIGH SCHOOL
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Garden City High School
IMPORTANT INFORMATION FOR SENIORS
Re: Mandatory Prom/Graduation Meeting, Prom and Graduation

Dear Candidate for Graduation: May 2018

It is our intention to make your prom and graduation as outstanding as the rest of your achievements as the Garden City High School Class of 2018. In order to ensure that prom and graduation are successful, I ask that you read and observe the following instructions. Please remember the Code of Conduct applies and will be enforced for all Class of 2018 Senior Activities. Please be advised that you must be eligible and remain eligible to attend the Prom and Senior Trip. If your eligibility status changes, you will not be permitted to attend. In that case, you will be issued a full refund.

1. Wednesday, May 16 at 7:30 p.m. - Mandatory Prom/Graduation Meeting:

The mandatory prom/graduation meeting for seniors and parents is Wednesday, May 16 at 7:30 p.m. in the Garden City High School Auditorium. This meeting will last for approximately one hour.

On-line tickets are available from Friday, May 18 to Wednesday, May 30.

Prom tickets cost $160 per person/$320 per couple

**The link to purchase tickets and to complete the 2018 Electronic Prom Contract is as follows:**

https://www.locallevalevents.com/events/details/4658

If you bring a guest that is a GCHS underclassman, or a non-Garden City High School student, you must download the guest contract from the HS website when buying tickets. This signed contract, along with a photocopy of your guest’s I.D., (if your date is a non-Garden City High School student,) must be turned in to the Main Office by Wednesday, May 30th.
At the Mandatory Prom/Graduation Meeting, the following will be addressed:

- Prom ticket sales and procedures
- Prom seating information
- Prom Photography information
- Senior Trip 2018

2. June 21, 2018 - 6:00 p.m. - Pre-Prom and Prom

- All **students** must be brought by a parent or guardian to the High School between **6-6:30 p.m.** Students are not permitted to drive themselves or to have a limousine or party bus drop them off. Students are required to enter through the Social Studies doors where they will check in with a faculty member and have such items as pocketbooks and jacket pockets checked. No student is permitted to bring a backpack or overnight bag of any kind. Once in school, students will not have the opportunity to go to their lockers or anywhere other than the area dedicated to the Pre-Prom.

- **Parents** are invited to park in the back lot and enter through the cafeteria where they can meet with their child, take pictures, and enjoy light refreshments. Please do not bring any bags to the Pre-Prom.

- Upon check in, any student suspected to be under the influence of drugs or alcohol will be sent to a designated area for evaluation. Medical attention will be called for in the case of a sick or intoxicated student. **Please be advised that the penalty for misbehavior at the Pre-Prom or Prom may include non-attendance at Commencement Exercises.**

- **7:30-8:00 p.m.** Bus transportation will be provided to the Garden City Hotel. Voting for Prom King and Queen will take place at that time.

- **7:30-8:30 p.m.** Finger foods and photos at the hotel. Students will check in as they enter the hotel, and attendance will be verified. The professional photographer will be available during this time.

- **8:30 p.m.-12:30 a.m.** Dinner and Dancing. Students are required to stay at the hotel until **12a.m.** No one will be permitted to leave the prom before that time. Bus transportation will not be provided back to the high school. Arrangements must be made for students to be picked up from the Garden City Hotel. Parents are not permitted to enter the Garden City Hotel to pick students up or to make deliveries. Students are not permitted to change their clothing in the restrooms at the Garden City Hotel.
3. June 22, 2018 – 9:00 a.m. - Graduation rehearsal and PTA Senior Breakfast

- Students **must attend the rehearsal** in order to participate in the commencement exercises on Saturday, June 23.

- Graduating seniors must report to the high school **promptly by 9:00 a.m.** Students will enter through the **Social Studies Wing** entrance only and then report directly to the cafeteria where breakfast will be served courtesy of the PTA and rehearsal will immediately follow.

- Upon check in, any student suspected to be under the influence of drugs or alcohol will be sent to a designated area for evaluation. **Please be advised that the penalty for misbehavior at the Graduation rehearsal may include non-attendance at Commencement Exercises.**

- **Students are not permitted to arrive via limousine, party bus or coach bus.**

- At the completion of the rehearsal, three (3) indoor graduation tickets will be distributed to each senior. While we all hope for nice weather for our outdoor commencement exercises, these tickets will be used only if graduation is moved indoors due to inclement weather. An indoor graduation would be held in the gymnasium. The three tickets distributed at rehearsal are for seats in the gymnasium. Any guest who does not have a ticket will be seated in the auditorium where there will be live video/audio feed of the ceremony.

4. June 23, 2018 - 10:00 a.m. - Graduation day – Graduates arrive at 9:00 a.m.

All graduates must report to the high school auditorium at **9:00 a.m. sharp.** Please enter through the Social Studies Wing Entrance. Seniors will go through regular check in procedures upon entering our building. Do not bring anything valuable with you, as you will have no secure place to leave it. Seniors will be directed to line up in their designated hallways. **Graduation begins promptly at 10:00 a.m.**

You must be **dressed appropriately** to participate in the commencement exercises.

- **Gentlemen**, this will be a white dinner jacket, black tuxedo pants and black bowtie. Please wear appropriate shoes.

- **Ladies**, please make sure that your white dress is appropriate for commencement exercises. Please be sure that it is sufficiently lined, and provides adequate coverage. Please wear appropriate shoes. Please be reminded that the girls need to wear either flat or wedge type sandals/shoes because heels, not only damage the turf, but they are dangerous to walk in because they sink into the ground. White sundresses which are either strapless, with spaghetti straps, or halter are still permissible as long as they are not
revealing, low cut, tightly form fitting, or sheer---the "fingertip" rule in terms of length applies. Please make sure the dress is lined and not see through.

**Outdoor graduation:** Candidates for graduation are invited to bring as many guests as they would like if the ceremony is to be held outdoors. We graduate from the Warren King Memorial Field. There will be a tent to provide shade for our senior citizens during the ceremony.

**Indoor graduation:** In the case of rain, each senior will be permitted to use the **three tickets they received at graduation rehearsal**. The exercises will be held in the gymnasium. Overflow of guests will be seated in the auditorium, where there will be a live video/audio feed.

**Diploma distribution:** There will be two ways to receive your diploma.

1. After the ceremony in the high school library. There will be six stations and they will be broken up alphabetically.

2. On Monday, June 25, the remaining diplomas will be mailed home.

**GCTA/PTA Graduation Reception:** At 11:30 a.m., this co-sponsored event will take place in our student cafeteria. Please join us for light refreshments and the opportunity to take photographs with your classmates.

**Please note:**

*Any candidate for graduation who violates the Garden City School District Code of Conduct will have their diploma held pending a meeting with the Principal and their parents. In addition, a letter from the Principal will be sent to your college, notifying them of your disciplinary infraction.*

Additional information will be distributed and reviewed at graduation rehearsal on Friday, June 22, 2018 (Start time – 9:00 a.m.).

Let’s hope the weather will cooperate and we will have a beautiful day for the Class of 2018 as we say farewell and wish you well in your future endeavors.

I am looking forward to seeing you then.

Sincerely,

*Nanine McLaughlin*

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