



Dear Graduating Senior and Parent:

Graduation from high school is an important event in the lives of students, parents, and families. It is an opportunity to celebrate the educational accomplishments of students. The graduation ceremony is designed to provide memories and impressions that will last a lifetime. We need your assistance to ensure your student's graduation ceremony is conducted in a dignified manner.

The faculty and staff of our school have spent significant time planning and organizing the graduation ceremony. It is very important that all graduation participants and attendees conduct themselves in a polite and courteous fashion. The graduation ceremony is a special event and requires all attendees to be on their best behavior. To ensure our school's graduation is conducted in a dignified fashion, we expect students and parents to adhere to the following:

Parents and Guests

- Appropriate dress is recommended.
- All parents and guests will be expected to pass through metal detectors before entering the facility. Bags/purses can be no larger than 10x10x10 inches. It is also recommended parents and guests leave cell phones in the car to increase the speed at which they get through the metal detectors. Please remember that pocket knives are prohibited.
- Graduation ceremonies start promptly at the designated time. All parents and guests should arrive at the graduation venue prior to the start of the graduation ceremony. To lessen the distraction, a special section will be designated for late arrivals. However, the gate will close 20 minutes after the start of the ceremony. Please recognize there are thousands of guests attending graduation ceremonies. Any guests requiring special assistance or accommodations are encouraged to arrive early (recommend at least 45 minutes prior) to make sure there is enough time to be seated before the ceremony begins.
- Personal use of cameras without flash and hand held video cameras are permitted as long as one remains in his/her seat and respects the viewing rights of graduation attendees. Flash photography and standup videotaping are not permitted during the graduation ceremony. The use of tripods is also prohibited.
- Noisemakers (including horns and whistles) and signs (including posters and banners) are not permitted in the graduation venue and their use is strictly prohibited.
- The throwing and/or possession of beach balls, balloons, confetti, or other related items at the graduation ceremony are strictly prohibited.
- Follow the school principal's instructions for applause and recognition during the ceremony. Unsolicited shouting, whistling, and applauding will not be tolerated.

- The graduation program will designate those individuals who are authorized to address the audience and graduates. No individual may speak to the audience without the specific permission and authorization of the school principal.
- At the conclusion of the graduation ceremony and in an effort to ensure the safety of all attendees, the audience will remain seated until all the graduates have exited the arena.

Students

- Students are reminded that their conduct at graduation ceremonies and rehearsals is governed by the Pitt County Schools Student Code of Conduct.
- Students will not be permitted through the gates with cell phones and are expected to make pick-up arrangements beforehand.
- Students will follow the protocol procedures and schedule of events as established and reviewed in the graduation rehearsal.
- Students need to recognize the importance of the graduation ceremony and dress appropriately.
- When crossing the stage, students will shake the hands of the stage guests, receive their diploma books, and immediately return to their seats.
- The graduation program will designate those students who are authorized to address the graduates and class. No student may speak to the audience without the specific permission and authorization of the school principal.

We request that all students, parents, and guests conduct themselves in a respectful manner. Students and attendees **may be removed** from the graduation ceremony if their behavior or conduct is inappropriate and disruptive. **To acknowledge the importance of proper behavior at the graduation ceremony, please sign and return this letter to our school. This letter must be signed and returned BEFORE graduation tickets are issued to students.**

Sincerely,

Janarde Cannon

Principal, South Central High

Name of student

I acknowledge receipt of this letter.

Parent or Legal Guardian

Letter must be signed and returned to your child’s school before graduation tickets are issued.