



September 12, 2017

Dear Parent / Guardian:

We at Sullivan Heights Secondary School would like to extend our congratulations to the members of the Class of 2018 and their families. These are very important months for our Grade 12 students so we would like to take this opportunity to outline some expectations regarding Graduation, Dinner/Dance, Commencement and other school functions. Throughout the year we expect our senior students to meet school responsibilities fully in order to participate in these important events. These responsibilities include behaviour consistent with a positive learning environment and are in keeping with the School and District Code of Conduct.

**In order to attend any graduation events, all grads must have a parent/guardian sign (see reverse), and return the signed letter to the school office.** The signature verifies that the parent/guardian has read this letter and is aware of the following rules being in effect:

For Grad-specific events:

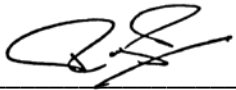
- Students must be up to date with their GTP or have registered with the Career Centre to complete their Grad Transitions Plan. This is a graduation requirement in British Columbia. If this plan is incomplete, students will not be allowed to attend the Grad Dinner/Dance or Commencement.
- Students **Not in Good Standing** or who have **School Debts** must have all issues resolved before they can purchase tickets to the Grad Dinner/Dance.
- Graduates wishing to bring a guest to the Grad Dinner/Dance must have an approved form before they can purchase tickets.

For all Grad events:

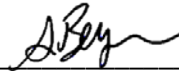
- Tickets must be presented to Security/Administration upon entry.
- There are no in and out privileges for students or guests.
- Full security measures, including frisking and searches, will be in place.
- Backpacks/bags are not permitted.
- All events are tobacco free.
- No alcohol or drugs (in possession or under the influence) are permitted. **In circumstances where event security and/or school administration believe, on reasonable grounds, that a student has violated school board policy, he/she will be denied entrance to the dinner/dance, and a school suspension may result.**
- No refunds will be given to anyone denied entrance or asked to leave due to inappropriate behaviour or being under the influence of alcohol or drugs. This includes students, parents and guests.
- Should a disturbance occur, the facility reserves the right to end the function immediately and refunds will not be given.

Above all, we ask everyone to remember that all grad events are school functions and, in terms of rules and expectations, they are no different than any other school sponsored event. Parents hosting pre-dinner parties should note that allowing or condoning the consumption of alcohol by minors is problematic. Not only is it against the law, but it places the host in a position of legal liability. The same liability applies to school officials who knowingly admit a minor into a School Board sanctioned activity. Graduations are celebrations full of hopeful expectation. It is a meaningful milestone for students and should be acknowledged appropriately. The safety and enjoyment of our students is paramount.

It is important to understand that even when parents are at an event, students are under the official supervision of the school administration and faculty and thus all school rules apply. Students under the influence of drugs or alcohol will not be permitted entrance and their parents will be called to come to the event to accompany them home.



Mr. R. Puri, Principal



Ms. S. Beyer, Vice Principal (A-K)



Ms. L. Richardson, Vice Principal (L-Z)

**This letter, signed by a parent/guardian, is verification that the parent/guardian understands the rules and expectations in effect at all school functions and is required in order to purchase tickets.**

Grade 12 Student Name (please print): \_\_\_\_\_

Student Number: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_

*Please Note: A copy of this letter will be posted to our website*