

YR 12 FORMAL AND GRADUATION INFORMATION

27 October 2021

Dear Parent / Carers and Year 12 Students,



In this letter we would like to provide you with details regarding the **Year 12 Formal** on Wednesday 17 November and **Graduation** on Friday 19 November 2021.

Formal

When: Wednesday 17 November 2021

Where: Meridan State College, Sports Performance Centre

Arrive: 4:15pm (see schedule below).

6:00pm Year 12 Group Photo

6:15pm Formal Ceremony commences

9:00pm Formal ends

ARRIVAL DETAILS

Scheduled according to your tables to manage traffic congestion (there are 275 of you).

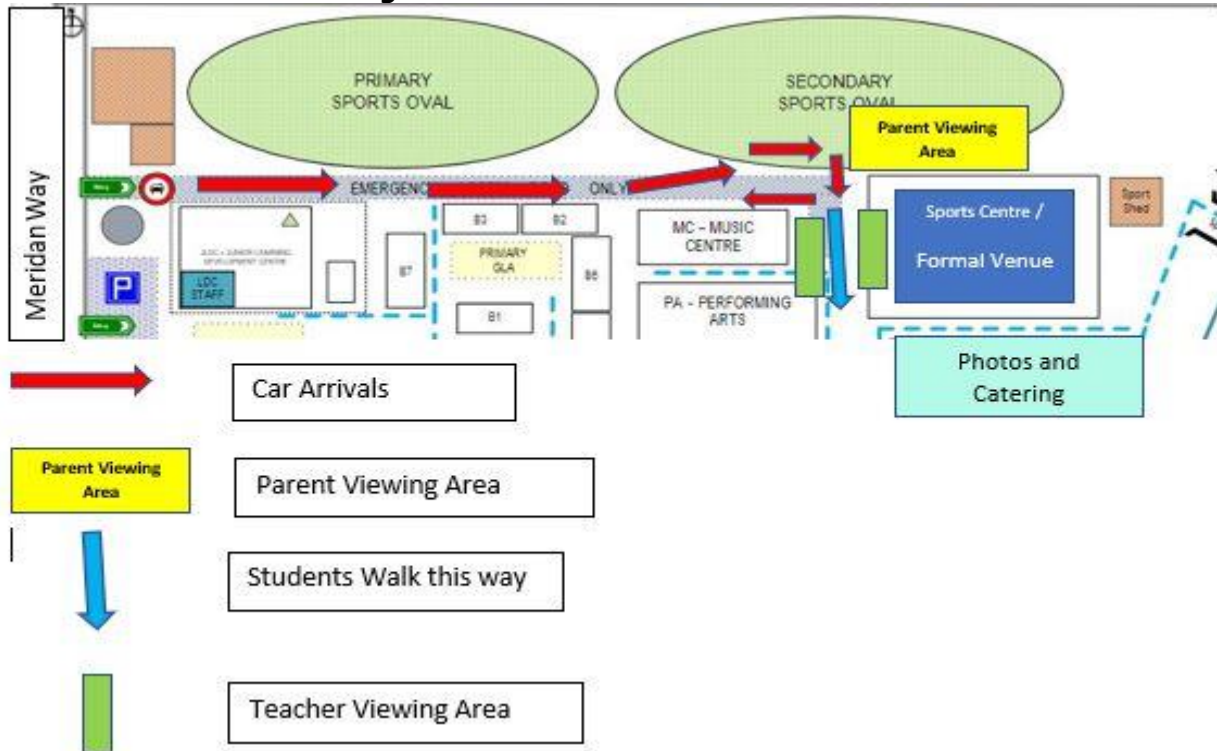
- **Check your table number** and make sure you arrive during your allocated time.
- Ask your driver to follow the map attached to control the flow of traffic.
- If traffic backs up, please line up on Meridan Way, before the entrance gate.

Tables	Arrives at
1 – 5	4:15pm – 4:30pm
6 – 10	4:30pm – 4:45pm
11 – 15	4:45pm – 5:00pm
16 – 20	5:00pm – 5:15pm
21 – 25	5:15pm – 5:30pm
26 – 30	5:30pm – 5:45pm
Group Photo	6:00pm

- If you have a **partner** in the vehicle they need to **stay in the car**.
- Your car door will be opened by a Deputy Principal. Exit your vehicle with elegance and style. Walk towards the hall where the Principal will welcome you and admit you to the Formal in the Sports Centre.
- You will be able to keep on watching the livestreaming inside the hall.

VIEWING STUDENT ARRIVAL

- Due to Covid restrictions, parents and partners are allowed to watch students arriving but must do so from a **designated zone MARKED in YELLOW** on the map.
- All parents to please **scan** the QR code when you enter the school grounds.
- The **arrival of students will be live streamed** which means you can watch it from the comfort of your home with a guaranteed view.
- The **link for the live streaming will be emailed** closer to the event.



Announcement of Car and Students

- Complete the **announcement-card** attached and bring it with you.
- **Include all students in your car** on the announcement-card.
- When your car arrives, **hand your announcement-card to Mr Gaughan**. He will announce the names of the students in your vehicle and any car details you would like broadcast to the crowd.

Table Bookings **URGENT ATTENTION**

- There are a number of tables yet to be confirmed.
- In order to seat the function and provide final numbers to the caterers, **we must CONFIRM final numbers by MONDAY 1 November at 9:00am**.
- Please refer to Ms Compagnon's instructions.

Expectations for Student Behaviour

- The Formal is an official school function and therefore alcohol is strictly prohibited even if students are over the age of 18.
- Any student who presents under the influence of alcohol, even if they are over 18, will be refused admission and parents will be required to collect the student immediately.
- Illegal substances will be referred to the police.
- Police will be on hand to help monitor traffic and the arrival and departure of students.

Photos

- A photographer will take photos in CH07 and CH08 from 4:00pm – 7:00pm.
- You can have as many group and individual photos as you like.
- Please see attached information from the photographer with a QR Code for the Formal function that will allow you to register to view photos after the Formal.
- **USE YOUR HOME EMAIL ADDRESS** as your school email address will be closed after Graduation on Friday.

Leaving time

- The Formal concludes at 9:00pm sharp.
- No student will be permitted to leave the Formal before 9:00pm.
- Police will be patrolling the area as you depart to ensure your safety as you leave the function.

Dietary Requirements

- If you didn't send your dietary requirements, please do so immediately to ceste3@eq.edu.au

Graduation and Clap-out

When: Friday 19 November 2021

Where: Meridan State College Sports Performance Centre

Arrive: **8:15am - 8:30am** - ALL Year 12 students

8:45am for Parents and Carers

(students are permitted only TWO special guests due to Covid Restrictions)

Please check-in with the QR Code at the entrance to the school.

9:00am Graduation Ceremony commences

10:00am Students collect their parent or carer and exit the Sports Centre for the official '**Clap-out**'

This will finish at approximately **11:30am**

Students and their parents exit the school gates at the Senior Learning Precinct for the last time.

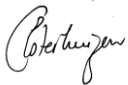
Student Messages

- Students will be seated in alphabetical order in their Mentor Class.
- If you have not completed your **letter of gratitude to your parent or carer**, please prepare one and bring it with you on the day. Letters prepared on Monday with Mrs McCarthy will be on your seat in the Sports Centre for this function.
- It is preferred that you do not bring a bag for the Graduation Ceremony as storing it makes your departure during the "Clap-out" very awkward.
- Leaving the school for the last time can be an extremely emotional experience. Pack some tissues and carry yourself with grace and dignity during your final exit. As a school community we are so very proud of you and it brings us all such joy to farewell you in such an honourable manner.

IMPORTANT INFORMATION REGARDING GRADUATION DAY

- Students to arrive at school and meet in Senior Undercroft with their mentor teacher between 8:15am - 8:30am.
- Students must present for graduation in complete formal school uniform including ties.
- Students who do not meet this expectation will not be allowed to participate in the Graduation Ceremony or the "Clap-out". Refer to the [uniform policy guidelines](#).
- I draw your attention specifically to:
 - Jewellery as prescribed in the uniform policy guidelines.
 - No make-up
 - Tattoos and body-art must not be visible particularly on the legs and arms.
 - Neat and tidy presentation suitable for a job interview is expected. This includes neat and clean hair.
 - Clean, ironed and presentable, uniform and attention to personal hygiene.
- **This is a formal school function. Our Graduates are expected to model exemplary behaviour as they are on display to our school, parent body and dignitaries from outside of the school community.**

Yours faithfully



Cecilia Esterhuizen
Hospitality Teacher



Natasha Wicks
Deputy Principal Secondary School