

# Douglas County High School Graduation Information 2019

Dear Parents,

Like you, the Douglas County High School Faculty is excited about the approaching graduation ceremony. There are a few things that we want to remind you of that will make this a very memorable day for you, your family, and your friends. Enclosed you will find information that you AND your senior will want and need to know. Your senior is responsible for knowing and following this information. The students are required to abide by the terms of the enclosed graduation contract if they plan to participate in the graduation ceremony. Participation in this event is a PRIVILEGE, not a RIGHT. Our hope is that this packet will ensure that we have an outstanding ceremony, and a special end to your student's high school experience.

The graduation ceremony will be held at the Coliseum at the University of West Georgia on Sunday, May 26th at 1:30 pm. **EACH PERSON WHO ENTERS MUST HAVE A TICKET (this includes babies and toddlers).** Graduating seniors do not need a ticket. Graduation announcements that you purchase and send out are not admission tickets. Please be sure that friends and family understand this policy. Due to the large size of this graduation venue, each senior will receive **ten tickets** to the ceremony.

A graduation ceremony is a dignified ceremony honoring seniors. We ask your cooperation in emphasizing appropriate behavior for both the graduates and their guests. While families are excited to hear their student's name announced, clapping and/or loud noises at that time will mean that the name of the next student will not be heard by their family and friends.

**Punctual attendance is required at all graduation practices. Since no one will be allowed to march if absent from practice, students should make arrangements with employers, etc., NOW in order to accommodate for attendance at these practices. You will find camera and video restrictions enclosed in this packet.**

We appreciate your support and again want to say that we hope to make your senior's graduation a memorable event honoring the completion of the high school years.

Sincerely yours,

Andre Weaver  
Principal

## SENIOR EXAM SCHEDULE SPRING 2018

Wednesday, May 15<sup>th</sup> – 1<sup>st</sup> & 3<sup>rd</sup> Block

Thursday, May 16<sup>th</sup> – 2<sup>nd</sup> & 4<sup>th</sup> Block

Exams will be given in the regularly scheduled class period. Students should remember that dress code policies are still in effect during senior finals. Students leaving without permission or violating dress code policy may have to serve community service hours before receiving a diploma.

### GRADUATION ANNOUNCEMENTS, CAPS AND GOWNS

Seniors should have previously purchased and received caps, gowns, announcements and other senior items. If your student has not ordered these items and/or picked them up at school, you will need to contact Herff Jones at 770-795-1626.

### GRADUATION PHOTOS AND VIDEO OPPORTUNITIES

During the graduation ceremony, all guests must remain in their seats. **Due to fire codes, no tripods or bulky camera and lighting equipment may be brought into the coliseum.** The University of West Georgia will provide a digital video of the ceremony to us. This will be posted to the school website for you to download by the end of June. **No balloons, banners, signs, confetti, fireworks, lasers, artificial noise makers, or large flower bouquets will be allowed to enter the coliseum.**

### GRADUATION PRACTICES

**IF A STUDENT PLANS TO PARTICIPATE IN THE GRADUATION CEREMONY, PUNCTUAL ATTENDANCE AT ALL GRADUATION PRACTICES IS MANDATORY. ALSO, STUDENTS MUST HAVE MET ALL FINANCIAL OBLIGATIONS BY THE END OF THE FIRST PRACTICE (ex. Paying parking fines, paying overdue media center fines, returning or paying for uniforms, etc.).**

All Douglas County School policies, and Douglas County High School policies, that govern any school activity or school day will be followed. Only students who attend all practices, arrive on time, and behave appropriately will be allowed to participate in the ceremony. **STUDENTS WHO WORK OR ATTEND OTHER SCHOOLS (JOINT ENROLLMENT), MUST MAKE ARRANGEMENTS WITH EMPLOYERS OR TEACHERS. STUDENTS NEED TO MAKE THESE ARRANGEMENTS NOW.** Any exception to this policy must be made in writing **IN ADVANCE**, and approved by Mr. Weaver.

#### Practice 1

**Wednesday, May 22nd in the DCHS new gymnasium.**

**Seniors must be in their assigned seat in the gymnasium by 8:45 a.m.**

#### Practice 2

**Thursday, May 23rd in the DCHS new gymnasium.**

**Seniors must be in their assigned seat in the gymnasium by 8:45 a.m.**

#### Practice 3

**Friday, May 24th in the DCHS new gymnasium**

**Seniors must be in their assigned seat in the gymnasium by 8:45 a.m.**

Please take traffic into consideration when planning transportation to the practices. We will practice the entire ceremony with seniors on Thursday. **TICKETS WILL BE DISTRIBUTED AT THE LAST PRACTICE.**

**GRADUATION CEREMONY**  
**Sunday, May 26th at 1:30 pm.**  
**The Coliseum at the University of West Georgia**  
**Seniors must check in by 12:15pm.**

The graduation ceremony is an optional, dignified, solemn ceremony for seniors and their family and guests. We ask that every single senior, parent, and guest participate in a manner that will allow each graduate the opportunity to have his/her special moment on stage. Every graduating senior deserves to have his/her name heard as he/she receives a diploma.

At the conclusion of the ceremony, parents and guests must remain seated until all seniors have left the coliseum. Graduates will proceed to the recessional area to pick up their diploma, report cards, and final transcripts. In order to pick up the diploma, the student must present his/her cap with his/her name written on the cardboard insert in the crown. Students without a cap will be unable to pick up his/her diploma until the week following the ceremony. Due to the expensive equipment located in the coliseum, the University of West Georgia is adamant that caps **not** be tossed in the coliseum.

Graduates will be dismissed from the rear loading dock of the coliseum at the diploma pick up area. You should make arrangements to meet your graduate at a particular place after the ceremony. With 4,500 guests and graduates attending the ceremony, it will be difficult to find your student if you have not made arrangements to meet at a specific spot. **Graduates will not be allowed to have cell phones in their possession during the ceremony.**

**ADMISSION IS BY TICKET ONLY.**

EACH PERSON WHO ENTERS MUST HAVE A TICKET (this includes babies and toddlers). **Graduating seniors do not need a ticket.** Seniors who have met the graduation requirements, attended all practices on time, and do not have outstanding fines will receive 10 tickets to graduation. If a student needs more than 10 tickets and has met the above requirements, there will be a limited number available for purchase. These extra tickets will be distributed by a lottery draw. Any student requesting extra tickets should fill out the lottery form in the front office May 13-17. The results of the lottery drawing will be posted on Wednesday, May 22nd. Tickets will be \$10 per ticket, cash only, with a limit of 5 tickets. Tickets can be picked up from 2-3:30 on Thursday, May 24<sup>th</sup> in the front office.

**Doors will be opened at 12:30 pm and will be closed promptly at 1:30 pm, just before the processional begins. Please plan accordingly. Guests may not save seats. Once the doors have been closed, no one will be admitted until after the graduate processional has taken place. Please consider this when planning your day.**

**SENIOR DRESS FOR CEREMONY**

NO STUDENT WILL BE ALLOWED TO MARCH UNLESS HE/SHE IS DRESSED APPROPRIATELY. APPAREL WILL BE CHECKED AT THE BUS AND AT THE LOADING DOCK AT THE COLISEUM. **Any student not following the dress code for the ceremony will be pulled from the line up at that time. Gum chewing will not be permitted during the ceremony. Please leave all valuable items such as purses and cell phones in the car or at home.**

Several days before the ceremony, please place the graduation gown on a hanger to help with the wrinkles. The cap and gown are not to be altered in any way whatsoever. To ensure that your child marches in the ceremony, please check to be sure he/she is dressed appropriately before leaving home.

## **DRESS FOR GIRLS**

1. Navy gown and cap
2. Dark dress or pants that **DOES NOT HANG BELOW THE GOWN.**
3. Navy or black shoes only. **FLIP FLOPS, TENNIS SHOES, AND OTHER INAPPROPRIATE FOOTWEAR WILL NOT BE ALLOWED.**
4. Tassel
5. School crest/stole

## **DRESS FOR BOYS**

1. Navy gown and cap
2. White dress shirt (no golf shirts or collarless t-shirts)
3. Traditional dress tie—no rope or lanyard type, etc., ties allowed.
4. Dark solid slacks. **JEANS and patterned pants of any kind ARE NOT ALLOWED.**
5. Navy or black shoes only. **TENNIS SHOES, FLIP FLOPS, AND SANDALS ARE NOT ACCEPTABLE.**
6. Tassel
7. School crest/stole

**Any student altering his/her cap, gown, or person with writing, decorating, drawing, etc., will be removed from the line up.**

## **SENIOR LINE UP**

Graduating seniors must be at the loading dock check in area at the coliseum by **12:15 p.m.** Graduates should take into consideration possible traffic around the university at arrival time. If your senior is in need of transportation to the coliseum, there will be buses leaving DCHS. Students must arrive at DCHS by **11:15 a.m.** Seniors are not allowed to bring cameras or cell phones in to the facility. When they arrive at the loading dock, they will be checked for these items and for appropriate dress. There is not a secured area for purses, phones, or other valuables. These items should be left with parents, personal vehicles, or at home.

## **HANDICAPPED ACCESS**

Please follow the signs to the handicap parking lot. There is limited handicapped parking, but there is drop off availability for guests that are handicap as well. Guests entering early **MAY NOT** save seats for others.

## **PARKING**

Parking for the ceremony will be available onsite in the parking areas off of West Georgia Drive. Due to the large number of participants, graduates and guests are strongly encouraged to carpool. Please allow ample time for parking, as the lots are large and some distance away from the building. The ceremony will start on time.

# DOUGLAS COUNTY HIGH SCHOOL CLASS OF 2019 GRADUATION CONTRACT

(MUST BE TURNED IN TO DR. BRANTLEY OR THE FRONT OFFICE BY MAY 10<sup>TH</sup>, 2019)

**GRADUATES MAY NOT PARTICIPATE WITHOUT A SIGNED CONTRACT**

We, \_\_\_\_\_ and \_\_\_\_\_, understand that in order to participate in the  
Parent/Guardian Student

Graduation exercise for Douglas County HS the following requirements must be met:

1. The student must pass all required courses and complete all graduation requirements as listed in Douglas County School Board policy in order to participate in the graduation ceremony.
2. The student will attend all graduation practices **and** will arrive on time.
3. **All** financial obligations must be cleared. This includes, but is not limited to, payment for lost textbooks, parking fines, school equipment, and uniforms.
4. Disruptive behavior at practice or at the ceremony will result in the student being removed from practice and/or the ceremony.
5. A student may be denied the opportunity to participate in the ceremony if he/she is involved in any serious discipline event the remainder of the 2019 school year.
6. Students will follow the dress guidelines and all Douglas County School policies regarding behavior, dress, etc. during finals, all practices, and the graduation ceremony.

**ANY STUDENT IMPROPERLY DRESSED FOR  
THE CEREMONY WILL NOT BE ALLOWED TO  
PARTICIPATE.**

By signing this contract, we acknowledge that we have seen the 13 1/2 week progress report and understand all the rules and guidelines presented within this document.

\_\_\_\_\_ Print student's name

\_\_\_\_\_ Student's Signature

\_\_\_\_\_ Parent's/Guardian's Signature

**\*\*\*Return to Dr. Brantley (Room 252), Mrs. Verdell (Front Office), or Mrs. Betty (Front Office) by Friday, May 10th.**