



To: Graduating Seniors and Parents
From: Principal, Counseling Office & Senior Class Officers
Date: May 1, 2019
Topic: Graduation Information

Cap & Gown Delivery

Jostens will be delivering caps and gowns during homeroom on Tuesday, May 7th from 9:51 – 10:20 (homeroom). Final payments must be turned in to Jostens at this time. No checks will be accepted on delivery day. The gowns are rentals and must be returned after the graduation ceremony and upon return of the gowns students will be able to pick up their diploma in the cafeteria. Students may keep their caps and tassels.

Senior Awards Night

Senior Awards Night will be held Wednesday, May 8th at 7:00 p.m. in the Washington High School Auditorium. Seniors will wear their caps and gowns. Please meet in the gymnasium at 6:30 p.m. Seniors are reminded to bring notification of academic awards, scholarships or special recognitions to be announced at Awards Night to the Counseling Office before Wednesday, May 1st. Presentations cannot be complete without this information.

Baccalaureate

The senior class officers, after having conferred with the members of the senior class, have decided to sponsor a baccalaureate service for the Class of 2019 which will be held at New Hope Christian Church, 559 E 100 S, Washington, IN on Sunday, May 19th at 2:00 p.m. All seniors and parents are encouraged to attend. Seniors are to wear their caps and gowns for this occasion and arrive by 1:30 p.m.

Graduation

The commencement exercise will be held Saturday, May 25th at 2:00 p.m. in the gymnasium. Members of the Class of 2019 must report to the auditorium by 1:15 p.m. for instructions.

Proper dress code for Awards Night, Baccalaureate, and Commencement

1. The cap and gown will be worn for each program.
2. Girls must wear a dress, skirt, or dress slacks and a top under their gown with dress shoes (no flip-flops).
3. Boys should wear traditional dress slacks, dress shirt, and necktie under the gown, socks and dress shoes. No denim and no athletic shoes are allowed.
4. These dress codes will be strictly enforced at each event. The class officers and class sponsors will monitor that the requirements are followed.
5. No decoration of any type may be on the graduation caps during any of the ceremonies.
6. Tassels are to hang from the right side of the cap until the Superintendent directs you to switch tassels to the left during the graduation ceremony.

Pictures-Individual

ALL graduation pictures (including group and individual diploma acceptance) will be taken Wednesday, May 22th, starting at 1:40 pm during graduation practice. All students must wear their cap and gown for the picture. Students may order a group photo or a variety of individual photos. Picture order forms will come out in May. Students who would like to order pictures should bring their order forms and money to practice on May 22nd.

Senior Parade

The Senior Parade through the elementary schools will take place on Friday, May 10th and will include visits at all four of the elementary buildings throughout the day. Seniors will be back at WHS mid-day for their senior class photo. Lunch will be provided. Seniors need to be in the gym, in their caps and gowns by 8:15. Students not going to the elementary parades are expected to follow their regular schedule in class.

Pictures- Senior Class Photo

The Senior Class Photo will be taken on Friday, May 10th at 10:30 am. Students need to be in their caps and gowns to be in the photo. Order forms can be picked up in the Main Office. Students who will be absent for this picture who wish to be included in the group photo need to see Mr. Peterson by May 6th. Students should remember to pick up your picture around July 22nd. Check the main office hrs. It is your responsibility to pick up your picture.

Graduation Practice

Mandatory graduation practice for all Seniors will be in the auditorium Wednesday, May 22nd, beginning at 1:40 p.m. Seniors planning not to participate in commencement must contact Mr. Barnard by Friday, May 10th.

Senior locker clean-out will be Monday, May 20th. All lockers must be clean of any marker drawings, stickers, contact paper, etc. The lockers should be empty.

Special seating arrangements for a family member with a disability need to be made through the Counseling Office (254-8352). Please provide notification regarding seating arrangements by Monday, May 13th.

Senior Obligations

- A. The various types of financial obligations, including lost textbooks, lost library books and book fees must be paid on, or by Friday, May 10th.
- B. Seniors will turn in books to their teachers after exams or according to the collection schedule.
- C. Textbooks returned must be the same one issued at the beginning of the semester. If you do not have your book to turn in, you will be responsible to pay the full cost of a replacement.
- D. You are encouraged to take care of all unresolved obligations as soon as possible.
- E. Make sure all library books are returned.

Families and friends are requested NOT to take pictures or videos on the floor during Commencement ceremonies.