

TO: PARENTS OF GRADUATING CLASS OF 2017
FROM: FACULTY OF BBHS
SUBJECT: SENIOR AWARDS NIGHT AND GRADUATION CEREMONIES
DATE: July 5, 2016

This is a reminder that participating in graduation ceremonies is a privilege and this privilege can be denied to any student if certain acceptable standards of behavior are not met. The following is the acceptable manner in which to dress and behave at a graduation ceremony and/or any other formal occasion.

1. Awards night and Graduation are formal, dignified, solemn occasions. You send out formal, engraved announcements just as you do for weddings. You owe it to the people whom you invite to be gracious hosts and hostesses.
2. Young men are required to wear a light colored shirt, preferably a dark tie and black dress pants, black socks, and black dress shoes. Any young man who does not adhere to this will not be allowed to walk in the Commencement Exercises. Please note that jeans of any color and tennis shoes of any color are unacceptable during any ceremony.
3. Young women are required to wear black dress shoes (heels or flats as long as they can walk up steps in them). Please note socks are inappropriate attire. Dresses must be inconspicuous under your maroon gown because the gown material is slightly see-through. That is, nothing with bold contrasting designs is to be worn. The dress must not extend above the collar or out of bottom of the gown. No shorts or pants of any type are allowed. Any young woman who does not adhere to this will not be allowed to walk in the Commencement Exercises.
4. When seated, both feet should be on the floor at all times. Do not cross your legs. This will take a conscious effort on everyone's part because most of us cross our legs automatically through force of habit. But, remember, that graduation is a formal, dignified, occasion.
5. It is in very poor taste to applaud before or after an invocation, a benediction, or the Star Spangled Banner. When awards are presented, the proper etiquette is to applaud with your hands only. You never jump up, whistle, or scream at formal occasions.
6. Mortarboards (caps) are to be placed on the head so that the boards are parallel to the floor. Members of the faculty will be in the girls' gym to assist you in placing your mortarboards properly on your heads. The tassel must be placed on the right side of the cap until after receiving the diploma. At that time it is placed on the left side.
7. If a student is intoxicated, the parents will be paged and asked to take him or her home.
8. Since the faculty also extends the invitation to Honor's Night and Graduation, we are also, in effect, hosts and hostesses for the occasion. It is our responsibility, as well as yours, to see that all guests are treated with respect. Therefore, any student causing a disturbance during the ceremony will be told to leave.
9. If any of you have any questions, problems, or need any assistance in making graduation the pleasant, memorable experience that it is intended to be, please feel free to contact the school.

Note: The white collar will not be worn with the gown.

Note: Security will be available to escort unruly graduates or unruly guests. Tickets are not required for Senior Awards Night (5/10/17) but ARE REQUIRED for Graduation (5/12/17).

May 12, 2017
Schedule of Graduation Activities

Testing will take place the week of May 1-5, 2017, and at that time seniors will turn in lockers, books, and pay fees etc. Last day to turn in awards/honors to be announced at Honor's Night is Friday, May 5, 2017.

Monday, May 8, 2017 – Students remain home. Meeting with honor graduates at 1:00 PM.

Tuesday, May 9, 2017 – Seniors report to the gym at 8:30. **DO NOT REPORT TO THE MAIN BUILDING! Roll will be checked! This is an official school day, and will be a dress rehearsal for Senior Awards Night and Graduation.** Students must wear caps and gowns and adhere to the Graduation Dress Guidelines (see numbers 2 & 3 on reverse side). By 11:30 a.m. all seniors should have completed practice. If you need to go to the main building after practice, you must go to the front office and get a pass. **Graduating seniors are required to attend this practice.**

****ATTENTION --** The Senior Class of 2017 official portrait will be taken during practice.

Wednesday, May 10, 2017 – Honor's Night at 6:00 p.m. in the gym. All seniors must report to the girls' gym at 5:30 p.m. **Wear caps and gowns and graduation clothing described on the reverse page.** Public is invited to attend. **Graduating seniors are required to attend.**

Thursday, May 11, 2017 – Practice for Graduation at 9:00 a.m. in the gym. Seniors are to report directly to the gym. Please be advised that this is an official school day and that uniforms must be worn. Five tickets to the graduation ceremony will be given out this morning provided you were present at practice on Tuesday, May 9th and Senior Awards Night on May 10th and you are present at this morning's practice session, May 11th, 2017. **Failure to attend any of these required school functions will result in your receiving only two (2) tickets for graduation.** There will be no exceptions to your receiving more tickets unless you provide a valid emergency doctor's excuse or a court excuse.

Friday, May 12, 2017 – Graduation is at 6:00 p.m. in the gym. Please report to the girls' gym by 5:30 p.m. Wear caps and gowns. Tickets are required by everyone including infants and children to enter the gym.