



North Bundaberg State High School

9 Marks Street
PO Box 7358
Bundaberg North Qld 4670

Telephone (07) 4130 0222
Facsimile (07) 4152 5213
principal@bundnortshs.eq.edu.au

www.bundnortshs.eq.edu.au

 Bundaberg North State High School

23 October 2018

Dear Parent/Guardian

The final weeks for our Year 12s have arrived and the students will be very busy completing assessment and working on ensuring they gain their QCE (Queensland Certificate of Education). Along with this, comes the preparation for the Graduation Ceremony and Prom that will be held on Thursday, November 15th.

Attendance at the Prom is a privilege which is offered to those students who have responsibly completed all that is required of them before they leave school. Attendance, behaviour and effort are considered in determining who is eligible to attend.

Students who receive an invitation to the Prom are expected to have all their fees paid, assessment completed to date, their absentee record cleared of any 'unexplained absences' and have their Clearance Form (attached) completed by the due date. It is important that students attend to these matters now so they will be able to enjoy the Senior Formal and Graduation Ceremony. Students have been reminded of these requirements throughout the year.

All students, whether attending the Prom or not, must complete the Clearance form by the due date. Students not receiving an invitation to Prom will be notified and can appeal that decision to the Principal.

Tickets for the Senior Prom will go on sale October 30th to November 9th. Tickets are \$120 per student.

Once a ticket has been purchased, students should go immediately to Mrs Appleby to finalise a time for their car to arrive, collect a car number and to give details about the car. Your student will also need to select a table to sit at. This year tables will be organised in groups of 10, students are able to organise the full table of 10 or place their name on a table to be filled.

Tickets will not be available to purchase after 9th November as numbers for catering must be submitted to the venue by that date.

Student behaviour, attendance, and effort must be maintained to a high standard until the end of the year in order for the students to be able to participate in their Senior Formal.

It is an exciting time for all of our year 12's but students need to remain focussed on their studies until the end. We hope that all students are eligible to attend the Prom but students do need to attend to all that is required of them by the due date.

We look forward to this special time with the Year 12s and wish them all the best in their future endeavours.

Yours faithfully

Robyn Kent

PRINCIPAL



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Senior Prom 2018

The 2018 North Bundaberg State High School Senior Formal will be held in the Shamrock Room, Brothers Sports Club, Takalvan Street, on Thursday, 15th November, commencing with arrivals from 5:00pm.

Due to the major congestion of onlookers and guests arriving, Brothers Club management has organised the following procedures for greater convenience to patrons of their club on that evening.

- All parents/guests wishing to view arrivals are to enter the club through the front entrance/foyer and stand in the Parents area (as indicated on the map). We ask that you keep the large raised grassy area on the left free for the students to assemble here as they arrive.
- Parents/guardians wishing to view the decorated Shamrock Room prior to the arrivals may do so from 4.00 - 4.45pm. The room will be open for photographs and viewing. Parents will have an opportunity to walk through the room but the room will be closed from 4.45pm so staff can assist with arrivals.
- Friends and relatives wishing to view the arrivals will be able to enter via the gate near the scoreboard from the corner of the Coles/Brothers car park & stand on the sports ground.
- Please ensure that student arrival vehicles do not exceed a weight of 4 tonne to protect the infrastructure and integrity of the netball courts.
- The Year 12 students are to arrive in order of their car numbers and times allocated, via the circuit around the bowling greens. Please refer to the map over page. Cars should arrive 5 minutes prior to their allocated time. Drivers are asked to be patient and follow the directions of the SES workers. Drivers will let students off at the "drop off" zone and drive out the way they entered. Arrivals will be from 5.00 - 6.30pm.
- Parents please note that this is approximate timing only and we recommend that you arrive 30 minutes prior to your child's arrive time to secure a good viewing point.
- As the students arrive, they will be announced to the crowd. Then they walk along the red carpet and may be photographed before assembling on the grassy area. Arrivals are in 1-2 minute intervals.
- North High Year 12 students only will take part in the arrivals & remain on the grassed area until all students arrive.
- Please follow the instructions given by staff so that students can be photographed with their partner.
- Around 6:30pm after all of the students have arrived, parents and guests have opportunity to then mingle with the graduating students on the grassed area until 6.45pm.
- At 6:45pm, students will be asked to make their way upstairs to the Shamrock Room.
- Parents and guests can make their exit from downstairs via the back of the club and through the foyer. Only students and staff will be allowed upstairs.
- This is a school function and it is the policy of Education Queensland that there will be no alcohol consumed by graduating students.
- There will be security officers on hand throughout the evening. If students turn up showing signs of intoxication, they will be isolated and escorted from the venue. Parents will be contacted to collect their student.

Dancing and presentations will take place during the evening and the function will be finished by 10:30pm. Students are reminded that they must leave the club promptly and in a considerate manner.

If you have any questions about the formal, please contact Mrs Appleby on 4130 0222.



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Senior Prom 2018 Etiquette Tips

On arrival:

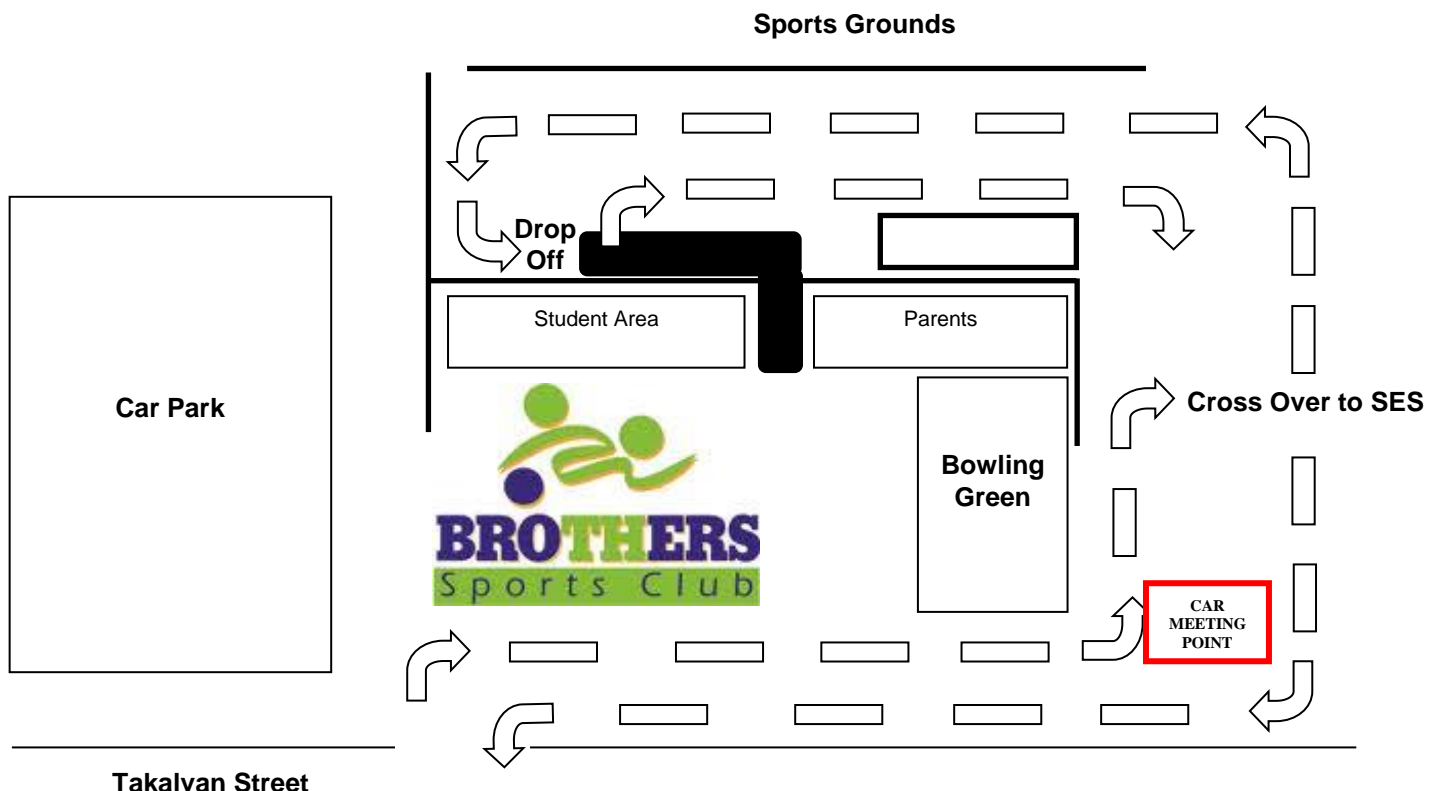
- Boys and girls – wait in the car until the doors are opened by the Year 11s. Boys then go around and offer your right hand to assist your partner and offer her your arm when walking the red carpet.
- Girls, be aware of your posture and position of your dress as you exit the car to avoid unwanted photo opportunities.
- Boys, remember to position yourselves appropriately to protect the girls' modesty.
- Remember to smile as you are heading up the red carpet.
- Do not chew gum.
- Don't look at the ground – keep head high.

Etiquette:

- Avoid using foul language, swearing or being overly loud.
- Burping and passing of wind is unacceptable.
- Cover your mouth if you cough or sneeze.

Eating:

- Always say "thank you" when your meals are placed in front of you and when they are taken away.
- You will be having a 3 course meal.
- Avoid reaching across the table for things. Please ask for them instead.
- Upon finishing your meal, please place your knife and fork together in the centre of the plate.
- Use napkin provided.
- Boys, pull the girl's chair out for her as you are seated at the tables.





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Year 12 Graduation Ceremony

On the morning of 15th November from 8:50am – 10:00am we will hold the Year 12 Graduation ceremony. Students will be presented with their Graduation certificate and then after formalities are over are free to leave the school by 10:30am to prepare for their Prom. There are no organised classes on Friday, 16th November.

Parents are invited to attend the Graduation Ceremony. We hope that you will join us in celebrating with the class of 2018.

Robyn Kent
Principal

Tom Wright
Deputy Principal