



FLEETWOOD PARK SECONDARY SCHOOL

7940 – 156 Street, Surrey, British Columbia V3S 3R3 Ph: 604-597-2301 Fax: 604-597-6481 www.surreyschools.ca/fltsec

May 25th, 2020

Dear Parents/Guardians of Graduates of 2020

We are very excited to share with you the details about our plan for Commencement and want to congratulate all our Grads. Our event will have twenty mini ceremonies over Wednesday, June 10th, Thursday, June 11th and Friday, June 12th. Students will be invited to book a time (see the link below) and will be allowed to have two guests attend with them. We have hired a video production company who will tape all twenty ceremonies and create a video that can be shared with family and friends. Fifteen Grads will attend as a maximum to each ceremony so that we can be in accordance with the Provincial Health Standards. **Each Grad can only have two people attend with them. There will be a maximum capacity of 50 people in the gymnasium.**

Students will be assigned a time to receive their cap and gown on Tuesday, June 9th. Times will be from 9:30am to 3pm. We are setting up a drive thru for the pick up at the side of the school. Please only come during the time slot you are given. Caps and gowns will only be given to students who have paid their Grad Fee. Grad fees are \$50 and can be paid online. If you have not paid your Grad fee you can pay it online here: <https://surreyschools.schoolcashonline.com/>. You can also pay by bringing a cheque or cash with you at pick up.

After you have booked your Commencement time, an email will be sent to you giving you a number between 1 and 15, with the letter A or B. This will be for your assigned parking spot for Commencement. We ask Grads and guests to arrive in one vehicle and Grads to be already wearing their caps and gowns. You will park in your assigned spot and then find your assigned position to stand together before entering the gym. Please maintain all social distancing protocols as you arrive at the school. Grads and guests are expected to stay together in their assigned area until entering the gym. Please do not arrive more than 15 minutes before your ceremony.

Grads and guests will enter the gym and sit together, in groups of three. Speeches and performances will be pre-recorded and played with a short introduction. Students will be asked to line up at the right side of the stage, maintaining distance. As the MC calls their name, they will walk the stage and take their diploma folder from the table in front of Mr. Hignell. They will pause on the X on the floor for a photo by our photographer. When students have crossed the stage, they will return to sitting with their guests. Guests are asked to stay seated during the entire ceremony as we will have both a videographer and a photographer capturing the Grads.

Students have written their own Commencement statements, but you should know they will also be awarded with their district and school scholarships, athletic awards and school service awards while they walk the stage.

When the ceremony is over, we will ask you to leave out the back door of the gym and into the parking lot. Please leave the school immediately, so that the next group of guests can park in your spot and so that staff can thoroughly clean the gym, in preparation for our next ceremony.



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Please be aware: Participation in our Commencement implies that you and your parents/guardians are accepting that you will be part of the video. This video will be accessed by all graduating students, their parents, and families. If you are not agreeing to this media consent, we will need to present you with your diploma at another time.

The Commencement times are:

Wednesday, June 10th	Thursday, June 11th	Friday, June 12th
Set-up	2:00 – 2:45pm	2:00 – 2:45pm
2:45 – 3:30pm	2:45 – 3:30pm	2:45 – 3:30pm
3:30 – 4:15pm	3:30 – 4:15pm	3:30 – 4:15pm
4:15 – 5:00pm	4:15 – 5:00pm	4:15 – 5:00pm
5:30 – 6:15pm	5:30 – 6:15pm	5:30 – 6:15pm
6:15 – 7:00pm	6:15 – 7:00pm	6:15 – 7:00pm
7:00 – 7:45pm	7:00 – 7:45pm	7:00 – 7:45pm

Please pick your Commencement time here. The link will be open at 11am on Wednesday, May 27th.

<https://fleetwood.schoolappointments.com/>

Thank you and we look forward to seeing you for your special Commencement ceremony in June!

Kasha Duff, Nik Kirincic and Ken Hignell
Administration at Fleetwood Park Secondary