



Manhasset Secondary School

March 4, 2015

Dear Parents,

We are pleased to announce that this year's Senior Prom will be held at the Garden City Hotel on Saturday, April 18th, 2015. We encourage all seniors to attend this gala event of the Class of 2015.

The Class of 2015 invites all parents to attend *The Promenade*, an hour-long reception in the High School gymnasium prior to your child's departure for the Garden City Hotel.

Parents should plan on bringing their child to the high school gym entrance between 6:15 and 6:30 PM. A parent may accompany up to three students to the Promenade and must stay with the group at the Promenade until the students board the bus. Upon checking in, students will be given a pass for the bus that will take them to the Garden City Hotel. No boarding passes will be issued after 6:30 PM.

Students will not be permitted to bring any snacks, refreshments, water bottles, etc. onto the buses.

At 12:00 AM, upon return to the campus, students must be met by either a parent, a pre-arranged car service or, if a licensed driver, students may depart from the campus in their own car.

All seniors attending the prom with or without a guest must complete **Forms A and B**.

Seniors may invite a MHS sophomore, junior or senior; no freshman may attend the senior prom and a high school graduate must be under 21 in order to attend the Senior Prom.

Seniors who invite a non MHS high school guest (grades 10-12 only) or a high school graduate are required to have the following forms completed:

- For high school guests: **Forms A, B, & C**
- For guests who have graduated high school: **Forms A, B & D**

These completed forms must be submitted at the time of ticket purchase - no ticket purchase without them!

Tickets for the prom will be on sale in the main lobby of the high school outside of the Senior Spa on Wednesday, March 25th through Friday, March 27th during periods 3, 4, 5, 6 and 7 (9:45 AM until 1:30 PM). No tickets will be available for sale after this time.

Ticket Purchase Guidelines:

- **Payment:** by check, cash or money order. **Each ticket is \$185.00.** Make your check or money order payable to "MHS Class of 2015". No tickets will be sold the night of the event.
- **Financial Assistance:** Students needing financial assistance should notify their guidance counselor before March 20th.

The Senior Prom is a Manhasset High School sponsored event. All rules and regulations from The Manhasset School District Code of Conduct are in effect for the entire evening. Any violation of the district code will result in immediate disciplinary action at both the pre-prom, the prom site and upon return to school. For example, any student or or guest who attends this event under the influence of alcohol or any other drug, or who possesses or imbibes alcohol or any other drug during the senior prom will be escorted from the event area to an office. An administrator will call the parent of the student and/or guest in violation of the code of conduct. However, the parents of both the student and guest will be requested to immediately pick up his or her child from the prom. As per Board of Education Policy 5445, any student suspected of consuming alcohol will be asked to use a breathalyzer. Failure to comply with a breathalyzer test automatically equates to violating our code of conduct. A grade level assembly will occur on Friday, April 17th to outline this policy as well as details of the evening. **The consequences for possession of and/or under the influence of alcohol or drugs at the prom are:**

- 1. Three day out of school suspension, April 20, 21, 22, 2015**
- 2. Three week social suspension, April 20 – May 8, 2015**
- 3. A 10th grade student will be prohibited from attending the 2016 Junior Prom and may not attend the 2015 Senior Prom as a guest**
- 4. An 11th grade student will be prohibited from attending the 2016 Senior Prom and may not attend the 2015 Senior Prom as a guest**
- 5. A 12th grade student will be prohibited from attending the 2015 Frolic**

We fully expect that The Promenade and the Senior Prom will be an enjoyable experience for all students. The class spirit and camaraderie has been a wonderful trademark of the Class of 2015. We look forward to this celebration of school and spirit, and we enthusiastically anticipate a wonderful evening for the senior class and its guests.

Cordially,

Dean Schlanger, Principal
Angela Ferguson, Senior Class Advisor

Peter Vercessi, Assistant Principal
Caroline Kenlon, President SCA

Form A

Manhasset High School Senior Prom April 18th, 2015

Acknowledgement of Having Read 1) the Manhasset Public Schools Board of Education Policy on *Students Drug and Alcohol Abuse*, Policy #5440, reproduced below, and 2) The High School Disciplinary Code of Conduct as found in the Manhasset Secondary School Planner, pages 18 & 19¹

This form is to be completed by 1) the MHS senior prom attendee and 2) the legal guardians or guardian of said senior. If applicable, both legal guardians must sign this acknowledgement form.

This signed form must be handed in at the time of ticket purchase.

Policy #5440:

"The Board of Education is committed to the prevention of alcohol and illegal substance use/abuse. The term illegal substances shall include, but not be limited to, inhalants, marijuana, cocaine, LDS, PCP, amphetamines, heroin, and steroids. This policy describes the philosophy of the District and the program elements the District will use to promote healthy life styles for its students and to inhibit the use/abuse of alcohol and other substances.

No student may possess, sell, or distribute or use, or be under the influences of alcohol and/or other illegal substances on school grounds, or at school sponsored events. Furthermore, no student may possess, sell, distribute, or use drug paraphernalia on school grounds or at school sponsored events.

Additionally, the following persons shall be prohibited from entering school grounds or school-sponsored events: any person exhibiting behavior, conduct, or personal or physical characteristics indicative of having used or consumed alcohol and/or other illegal substances, or any person whom school personnel have reasonable grounds to suspect has used alcohol and/or other substances.

In order to educate students on the dangers associated with alcohol and/or illegal substances on school grounds or during school-sponsored events shall report the incident immediately to the Building Principal or other appropriate staff members, who shall then take immediate action. Any alcohol or illegal substances found shall be confiscated immediately, followed by notification of the parent(s)/guardian(s) of the student(s) involved and the appropriate disciplinary action taken, up to and including suspension and referral for prosecution. In its effort to maintain an alcohol and illegal substance-free environment, the District shall cooperate to the fullest extent possible with local, state and/or federal law enforcement agencies.

The District will use the following principles as guides for the development of its substance use/abuse prevention efforts and for any disciplinary measures related to alcohol and other substances:

1. Alcohol and/or other substance use/abuse is preventable and treatable.
2. Alcohol and/or other substance use/abuse inhibit the District from carrying out its central mission of educating students.
3. The behavior of the Board, the administration, and all school staff should model the behavior asked of students.
4. While the District can and must assume a leadership role in alcohol and other substance use/abuse prevention, this goal will be accomplished only through collaborative, coordinated efforts with parents, students, staff, and the community as a whole."

We have read **Policy #5440** and the High School Code of Conduct.

Student Name: _____ **Signature** _____
(PRINT)

Parent/Guardian (1) Name _____
(PRINT)

Signature _____

Parent/Guardian (2) Name _____
(PRINT)

Signature _____

¹ May also be accessed at the Manhasset District Website, as can the Board of Ed Policy Manual

FORM B
Parental Transportation Agreement & Student Information

Son/Daughter Name: _____
(Print)

Guest's Name: (If Applicable) _____ **Grade:** 10 11 12

Contact Information: MHS Parent

Between the hours of 6:15 P.M. and 12:00 A.M. I can be reached at:

Parent Name: _____

Parent Signature: _____

Home Phone: _____ Cell Phone: _____

Contact Information: Parent of Guest (If Applicable)

Between the hours of 6:15 P.M. and 12:00 A.M. I can be reached at:

Guest Parent Name: _____

Signature of Guest Parent: _____

Home Phone: _____ Cell Phone: _____

Transportation - Part I: Arrival at School (6:15 PM – 6:30 PM) Check (✓) and Complete 1 or 2.

1. I agree to transport and accompany into the high school gymnasium my son/daughter (and guest) at **The Senior Promenade** on April 18th, 2015.
2. I will be unable to drop-off my son/daughter and their guest at **The Senior Promenade** on April 18th, 2015 but have arranged for a parent of a 12th grader to drop him/her off.

Parent Name: _____

Home Phone: _____ Cell Phone: _____

Transportation - Part II: Departure from Campus (12:00 AM) Check (✓) and Complete 1, 2, 3 or 4.

1. I will pick up my son/daughter and their guest (if applicable) in the rear parking lot at 12:00 AM.
2. My son/daughter and their guest (if applicable) will be picked up by the individual designated in item #2 above.
3. My son/daughter is a licensed driver and he/she will depart from the campus by car.
4. My son/daughter and guest (if applicable) will be met in the high school parking lot by the following car service:

Name of Company: _____

Telephone Contact Numbers: _____

FORM C

For a MHS Senior Who is Inviting A Guest Who Attends Another High School (Grades 10, 11, 12)

Manhasset Senior's Name: _____
(Print)

Guest Information

Name: _____
(Print)

Home Address: _____

High School: _____

To be Completed by the Parent of the Guest

I am aware that my son/daughter will attend the Manhasset High Senior Prom on April 18th as a guest of the senior named above. I have been in communication with the parent of the MHS senior and I am aware that I must be available between 6:15 PM and 12:00 AM.

Name of Guest Parent: _____ Phone _____
(Print)

Signature of Guest Parent: _____ Date: _____

For identification purposes, please attach a photocopy of the guest's photo/student ID to this form. Thank you.

To be Completed by a School Administrator at Guest's High School

Administrator's Name: _____
(Print)

Title: _____ Telephone Contact: _____

I am aware that the above student at my school, who is in grade _____, will be attending the Manhasset HS Senior Prom on April 18th, 2015. (The prom is at the Garden City Hotel)

I agree that while in attendance at the Manhasset High School Senior Prom, he/she is expected to behave in an appropriate manner. I understand that if a violation of the Manhasset School District *Code of Conduct* occurs, a Manhasset High School administrator will address the violation in the same manner as if the guest is a Manhasset High School student.

Signature Date

To be Completed by the MHS Senior's Parent

I understand that the above named student, who attends a high school other than Manhasset High School, will be accompanying my child to the Senior Prom.

Name of Senior Parent: _____
(Print)

Signature of Senior Parent: _____ Date: _____

Form D

Consent/Agreement Form for a Guest who is a High School Graduate Under Age 21

Manhasset Senior's Name: _____

Guest Information and Agreement

Name: _____
(Print)

Home Address: _____
(House/Apt. #, Street, Town, Zip Code)

If Applicable: School Attended by Guest: _____

I agree that while I am a guest at the Manhasset High School Senior Prom I will behave in an appropriate manner. I understand that if a violation of the Manhasset School District Code of Conduct occurs, appropriate actions will be taken. This code includes no smoking at either the school, on the bus, and at the prom site. Consumption, possession, or behavior under the influence of alcohol or any other drug is a serious violation of the school's code and will result in immediate expulsion. As are all other attendees during this event, I am expected to show respect and consideration at all times for all students, staff, parents, and any other visitors.

Signature of Guest: _____ **Date:** _____

For identification purposes, please attach a photocopy of the guest's driver's license/photo ID to this form. Thank you.

To be Completed by the Parent of the Guest

I am aware that my son/daughter will attend the Manhasset High Senior Prom on April 18th, 2015 as the guest of the senior named above. **I have been in communication with the parent of the MHS senior. Between the hours of 6:15 PM and 12:00 AM I am aware that I must be available and can be reached at the number listed below.**

Name of Guest Parent: _____ **Phone** _____
(Print)

Signature of Guest Parent: _____ **Date:** _____

To be Completed by the MHS Senior's Parent

I am aware that the above guest will accompany my son/daughter to the Senior Prom on April 18th, 2015.

Name of Senior Parent: _____
(Print)

Signature of Senior Parent: _____ **Date:** _____