FLETCHER HIGH SCHOOL
2022 INSTRUCTIONS FOR GRADUATES

Congratulations! You will soon be a graduate of the 85th graduating class of Fletcher High School. You have earned the right to walk across the stage at graduation to receive your diploma in front of family and friends. We want this event to reflect positively on you and your family. Therefore, we are asking for your cooperation in making your graduation a dignified event. These instructions are meant to be a guide to you for decorum, dress and time schedule. Remember all Duval County School students are subject to the rules and regulations set forth in the Duval County Public Schools Secondary Code of Student Conduct. This includes all school-sponsored events including, but not limited to, senior week, graduation rehearsal and graduation.

NOTE: Any senior who commits a Level III or IV violation during the last quarter of the school year may forfeit his/her privilege of participating in the graduation activities and ceremony.

Consistent with the Duval County Public Schools Secondary Code of Student Conduct, arrangements have been made for testing of students who are suspected of being under the influence of alcohol or other illegal substances.

Graduation Practice – 9:00AM arrive no later than 8:45AM

GRADUATION: TUESDAY, MAY 24, 2022
VYSTAR VETERANS MEMORIAL ARENA - 5:00PM
REPORT TO THE ARENA NO LATER THAN 4:00PM

CHECKLIST CODES:  BG (before graduation), DG (during graduation), AG (after graduation),

1. **BG Student Obligations:** Be sure to clear ALL financial obligations (textbooks, library books, fundraiser money, club dues, uniforms and any other financial matter). **You will not receive a cap and gown if you have ANY obligations that have not been paid.** See Mrs. Gonzalez, your club sponsor or the media specialist to clear obligations. Mrs. Gonzalez must see receipts from media and club sponsors. Only Mrs. Gonzalez is responsible for the master obligation list.
   - **Lost laptop charger $15**
   - **Lost laptop bag $30**
   - **Lost laptop $476 new laptop; used laptop cost is based on age of laptop**

   **Textbooks:** If you are in a class that distributed textbooks, it is your responsibility to return the textbook at the designated time to Ms. Trapp in the book room on D hall.

2. **BG Cap and Gowns:** Check your cap and gown for fit before you leave school. See the Herff Jones representative immediately if there is a problem. When you get home, hang up the cap and gown to allow any folds to fall out. A light pressing on the inside may be necessary.

3. **BG Graduation Practice:** Practice will be held at 9:00AM on the day of graduation - Tuesday, May 24. You will park in LOT Z. DO NOT enter the Arena until you are told. Be at the **DUVAL STREET ENTRANCE** by 8:45AM.
You must listen carefully to the senior class sponsors at rehearsal in order to know what procedures to follow at graduation. We only have 90 minutes to get everything done.
4. **BG**

**Tickets:** You will receive ten (10) tickets for the ceremony with your cap and gown during Senior Week. Extra tickets are available in the Main Office on Monday, May 23rd at 7:30AM. Only PARENTS or GUARDIANS of graduates or graduates may pick up extra tickets and they will be asked to sign for the tickets. You may get up to five (5) extra tickets. Extra tickets are distributed on a first come, first serve basis.

5. **BG**

**What to Wear:**

**BOYS:** You must wear a white collared dress shirt, tie, and black slacks. Jeans or casual pants are NOT allowed. Dark socks and black or brown dress shoes are MANDATORY. Tennis shoes, cowboy boots, flip flops or other casual shoes and sandals are NOT acceptable.

**GIRLS:** A “dressy” dress is preferred. You should not wear a dress with a high collar that will interfere with the collar on your robe. Black slacks may be worn instead of a dress. Black or brown shoes are MANDATORY. Tennis shoes, cowboy boots, flip flops or other casual shoes and sandals not acceptable. Your dress should NOT extend beyond your gown. You MAY NOT wear a corsage on the outside of your gown.

**NOTE:** Any graduate wearing inappropriate items will be pulled from the line and will not march across the stage. Remember, taking part in the graduation ceremony is a privilege -- not a right.

DON’T FORGET ANY PART OF YOUR CAP AND GOWN AT HOME; THERE ARE NO EXTRAS!

THE NATIONAL HONOR SOCIETY GOLD CORD IS WORN DRAPED OVER YOUR SHOULDERS. THE KNOT SERVES AS A CENTER POINT TO BE WORN AT THE CENTER OF YOUR NECK. AICE SASHES ARE TO BE WORN OVER THE SHOULDERS AS WELL. (Only academic related, pre-approved cords may be worn)

6. **DG**

**Time of Graduation:** Graduates must be in proper line of mezzanine area (downstairs) at the Arena by 4:00 PM sharp. Parents are not allowed in the north corridor before or after graduation. 

*DO NOT put your gown on until you have been checked by the line checkers. Your cap and gown should be on a disposable hanger as you enter the Arena on the north side (Duval Street).*

Traffic from the beach will be heavy. Leave in plenty of time to park and find your place in line. Teachers will be serving as line leaders to help you find your position. Know if you are line A or B before you arrive. **DO NOT** leave the line once you are in position.

*NO GUM CHEWING*

Do not bring food, drink, purses, hairbrushes, cameras, or cell phones into the Arena. There is no place to put them! Bring only your car key. 

Do not hold hands with your partner. Stand and walk in an orderly manner during both the Processional and Recessional. 

Maintain the proper distance between groups. 

Smile for the cameras!
7. **DG**  
**Cap and Tassel Position:** Caps should be placed on the head so that the mortar (top) is level. The front of the cap is indicated on the inside of the cap. Tassels go on the right side. NEVER move the tassel at a high school graduation.

Stand and remain standing during the National Anthem (“Star Spangled Banner”), **DO NOT** remove your cap during any part of the ceremony.

8. **DG**  
**When to Stand:** All graduates stand when the Principal presents you to the platform guests. Remain standing until told to sit.

9. **DG**  
**Graduation Etiquette:** Please advise your guests that a graduation is a solemn occasion. We expect that all guests will adhere to our graduation etiquette policy. Any violators will be removed by Arena Security or the Jacksonville Sheriff’s Office.

10. **AG**  
**Exiting:** The entire class of graduates will stand and exit down the same aisle from which you entered. Platform guests will lead the line, then the first and subsequent rows will follow. **DO NOT** run or throw your cap at the end of the ceremony. You will have to pick up your diploma from the teachers in the back before exiting the building.

**REPORT** to the table with your last name immediately. Place your diploma in the cover provided. You may go outside to meet your family and friends (you may want to designate a meeting spot before entering the Arena, as you will not have a phone to contact your party).

**CONGRATULATIONS!**

Senior Week

Monday, 5.16 - 8:00 AM -10:20 AM A-H Laptop return Media Center

Tuesday, 5.17 - 8:00 AM – 10:20 AM I-Q Laptop return Media Center

Tuesday 5.17 – 9:00 AM Yearbook Signing/Breakfast at the Seahorse Inn

Wednesday, 5.18 – 8:00 AM – 10:20 AM R-Z Laptop return Media Center

Thursday 5.19 – 8:00 AM – 10:00 AM Cap & Gown Distribution Auditorium

Thursday 5.19 – 6:00 PM Senior Awards Ceremony

Friday 5.20 -10:30 AM – 12:30 PM Senior Class Picnic – Stadium

Tuesday 5.24 – 9:00 AM Graduation Rehearsal – Vystar Arena

Tuesday 5.24 – (Graduates must be in proper line of mezzanine area downstairs at the Arena by 4:00 PM sharp.)

Tuesday 5.24 – 5:00 PM Graduation