

Student name:

Phone numbers to reach parent(s) and/or guardian(s) during Formal:

Dear Parents and Guardians:

The Mercy High School Formal will be on Friday, January 26th, 2018 from 7:00 P.M. TO 10:00 P.M. at **The Exploratorium**. We are very excited about this year's formal and we hope that you will encourage your daughters to attend and enjoy the surprises the night will bring!

In order for Mercy students to be able to attend the Formal, they must

- Be clear of academic and/or disciplinary probation ***
- Complete a Guest Request Form and submit it to the Student Activities Office by Wednesday, January 24th, 2018. Form can be found on both the school website and Schoology as well as via the weekly e-newsletters.
- Complete a Parent Permission Slip and this Information and Expectations Form and turn them in by Wednesday, January 24th, 2018.
- Purchase Tickets by Wednesday, January 24th, 2018.

****** If a student is currently on academic or disciplinary probation she is unable to attend formal. If you and your daughter would like to appeal this, your daughter may write a letter of appeal to Ms. LeCompte, Dean of Students, by Tuesday, January 16th, 2018. This letter should include a parent signature at the top.***

Ticket Sales

- Tickets for the dance will go on sale Friday, December 8th, 2017.
- Mercy students may bring a male or female guest with them to Formal so long as the guest is between fifteen and twenty years of age.
- Tickets may be bought by cash or check. If you choose to purchase your formal tickets with a check, *please be sure to write the student's name and advisory in the memo section of the check.*
- Please note that tickets are non-refundable and non-transferable, which means that once a ticket is sold to your daughter, she cannot receive a refund or sell that ticket to another student.
- The ticket price is per person. \$85 if purchased in December, \$95 in January.

Should you have any questions regarding formal please contact Claire Rietmann-Grout, Assistant Head of School for Student Life, at crietmanngrout@mercyhsb.com.

Formal Guidelines and Expectations

ATTENDANCE:

- If a student does not attend school and **all of her classes on the day of the dance**, she may not attend the dance that evening. As part of this policy students may not leave school for any reason, regardless of whether or not they return to school later that day. If a student is unable to come to school due to an illness she unfortunately may not attend formal. The only exception to this rule is for those freshman and sophomore students who were awarded the day-off for Bowl-a-Thon fundraising.

_____(parent signature)

- All guests of Mercy students must bring a **current photo I.D.** If a guest forgets his or her I.D., the student and her guest will not be allowed to enter formal until we are able to confirm the identity of the guest.

DRESS CODE:

- **All students (male and female) are expected to wear formal/semi-formal attire and to dress appropriately. It is the responsibility of the Mercy student to inform her guest of these expectations.** Students and guests with inappropriate attire will not be allowed to enter the dance. All items are the students' responsibility during the entire evening.
- **Women:** While there are many options for semi-formal dresses, we expect that students will abide by the guidelines when buying their perfect dress. Students are expected to refrain from wearing:
 - Low cut or cleavage-revealing necklines
 - Midriff revealing outfits
 - Backless dresses that drop below the waistline
 - Dresses with high slits
 - Dresses that are shorter than 5 inches from the top of the knee
 - Tight dresses
 - Dresses made of transparent, revealing material
 - Dresses with cut out sections in the body area

*** If there are any questions as to whether a particular dress is appropriate prior to the event, students should check with Ms. LeCompte.

- **Men:** Are expected to wear semi-formal/formal attire. They should:
 - Wear suits or tuxedos and a collared shirt with a tie and dress shoes
 - Keep their shirts buttoned and on at all times.
 - Only wear formal hats as an accessory outside of the building

Please note that anyone whom Administration deems as being dressed inappropriately may be required to have alternate clothing brought to the dance by a parent before she or he is allowed to enter the event. _____(parent signature)

INSPECTION:

- All students are subject to inspection upon entrance which can include the use of a breathalyzer. Any student who security suspects of drug or alcohol use will be brought to the Dean of Students for questioning and a police officer may ask the student and/or guest to go through a number of tests to determine the validity of the questioning. If a student is still suspected of being under the influence of a substance after this questioning then the parent of the Mercy student and parent of the guest will be contacted and asked to come and pick up the students.

_____(parent signature)

- All bags, purses, jackets or other hand-carried items are subject to inspection.
- Students may not bring any type of food, candy, gum, or beverage to this event.

- Students should keep any item of value (such as a purse, camera, or phone) on their person at all times.
- Mercy High School is not responsible for personal items left at tables or lost at any point during the evening.

(parent signature)

BEHAVIOR ON THE DANCE FLOOR:

- Students and their guests must engage in acceptable and appropriate forms of dancing.
- The school reserves the right to determine the appropriateness of any attendee's form of dance. Students and their guests may not engage in the following types of dance: Freaking, slamming, moshing, twerking or any sexually explicit, suggestive, or otherwise inappropriate or dangerous dancing.

(parent signature)

CHECK IN:

- **CHECK-IN WILL BE FROM 7:00 P.M. TO 8:00 P.M.**
- All students are expected to arrive by 8:00 P.M. unless they have prior written approval from the Assistant Head of School for Student Life.
If a student has not arrived by 8:00 P.M., her parents will be contacted.

TRANSPORTATION:

- If a student is being picked up after the dance, she must arrange to be picked up no later than 10:00 P.M.

(parent signature)
- While students may take bus/limo to and from formal, it is a parent's responsibility to coordinate with the driver and to ensure that there is no underage drinking. Parents should be aware of the AB45 law.

I understand that I am responsible for getting my daughter and her guest to and from the dance. I understand that if I allow my daughter to rent a limo/bus as her form of transportation that it is my responsibility to ensure that the driver has my contact information as well as assuring that he/she will not allow alcohol and underage drinking.

(parent signature)

PHOTOS:

- All photos are labeled with Mercy High School's name and are, therefore, a reflection of Mercy High School.
- All students are expected to abide by the photographer's policies.
- Students must remain in formal attire for photos.
- The school reserves the right to keep any pictures deemed inappropriate.

(parent signature)

PARENT/ STUDENT HANDBOOK:

- Students are required to read and abide by these rules and all other dance rules stated in the Parent/Student Handbook:
 - i. Any student possessing, selling, giving away, using or being under the influence of alcohol, drugs, and/or other hazardous or illegal substances at or around the location of the school-sponsored dances will be subject to 1) probation, suspension, and referral to a substance abuse program or 2) expulsion from school.
 - ii. Any student fighting at or around the location of the dance will be 1) suspended and placed on probation, or 2) expelled from school.
 - iii. Smoking at or around the school-sponsored dance will result in notification of parents or guardians, probation, and suspension.

- iv. Any student reported for misconduct, rudeness, or disrespectful behavior at a school-sponsored dance will be brought to the Dean of Students by a chaperone or faculty member. Her parents or guardian will be called and asked to take the student home.
- v. At all school-sponsored dances, our students are responsible for the actions and behavior of their guests. If there is misbehavior, parents of the students and their guests will be notified and asked to pick up the students immediately. Mercy students may receive disciplinary consequences and the guest's school will be notified.
- vi. Mercy High School does not condone the rental of hotel rooms by parents or "of-age" students for any dance attendee.

(parent signature)

In addition to Mercy's rules, we want to make you aware of current state laws regarding alcohol and drug use.

- **California Vehicle Code section 13202.5:** Anyone under the age of 21 that is convicted of any alcohol or drug law will have their driver's license suspended for one year.
- **California Business & Professions Code section 25662 (a):** No person under the age of 21 years may possess any alcoholic beverage on any street or highway or in any public place or in any place open to the public.
- **California Business & Professions code section 25602 & 26568:** No person may sell, furnish, give any alcoholic beverage to a person who is obviously intoxicated, and no person under the age of 21 may purchase alcoholic beverages. *(This includes furnishing alcohol at house parties.)*
- **California Penal code section 647f:** It is illegal for any person to be found in a public place under the influence of alcohol and/or drugs such that he/she is unable to exercise care for his/her own safety or the safety of any street, sidewalk, or other public way.
- **California Vehicle Code section 23135:** (Known as the zero tolerance law)...No one under the age of 21 may drive a vehicle with a blood alcohol level of .01 or greater.

Please note that any student found in violation of any rules may be subject to disciplinary consequences that include, but are not limited to: verbal warning, detention, suspension, loss of extracurricular privileges, expulsion, ineligibility to walk at graduation, and/or placement on probation.

(parent signature)

I have read and understand the above listed school policies and expectations. If I have any questions, I will contact Claire Rietmann-Grout, Assistant Head of School for Student Life at (650)762-1103.

Parent/Guardian Name

Parent/ Guardian Signature

Phone Number

I have read and understand the above listed school policies and expectations. I understand that I am responsible for my guest and his or her actions.

Student Name

Student Signature

Phone Number