



**Hayfield Secondary
School
Senior Packet**

June 10, 2024



GRADUATION AND END-OF-YEAR ACTIVITIES

Dr. Thompson

Principal

Warren Carrington

Associate Principal

Carmen Lofton Johnson

Senior Administrator

Liam Mullen and Janiesha Welch

Senior Class Sponsors

ROXANNE SEFTAS

Graduation Coordinator

Saba Mahgoub

Class of 2024 President

Adriana Albritton

Class of 2024 Vice President

Ewan Speicher

Class of 2024 Historian



Seniors- you have worked so hard and we are proud of all that you have accomplished. We hope you make the best memories as you transition to life away from high school.

Sincerely,

Hayfield Secondary Staff

IMPORTANT DATES

Friday, May 10

Prom at Fairview Marriott

Friday, May 17

Deadline to pay senior class graduation fee by check

Friday, May 24

Deadline for paying senior class graduation fee online and outstanding financial obligations

Thursday, May 30

Senior Exams periods 5 and 7

Friday, May 31

Senior Exams periods 6 and 8

Monday, June 3

Senior Exams period 1 and 3

Tuesday, June 4

Senior Exams period 2

Monday, June 3

Senior Oscar Night
5:00 PM

Wednesday, June 5

Senior Awards - 8:30 AM

Thursday, June 6 and Friday June 7

Graduation Rehearsal - 11:30 AM

Hayfield Gym-

Both dates are mandatory

Thursday, June 6

Senior Class Picnic – Following Rehearsal
Stadium

Friday, June 7

All Night Graduation Party

Friday, June 7, 2024 to Saturday June 8, 2024

11:00 PM to 5:00 AM | The St. James

Monday, June 10

Graduation – 8:00 AM arrival time for seniors
9:30 AM ceremony | No Ticket(s) Required

FINANCIAL OBLIGATIONS

Senior Class Graduation Fee

Deadline to Pay by Check: Friday, May 17, 2024

Deadline to pay online in My School Bucks: Friday, May 24, 2024

Each senior must pay a graduation fee of **\$95.00**. The graduation fee covers the cost of the cap and gown, diploma cover, security, flowers, tickets, Eagle Bank's facilities and other expenses associated with the graduation ceremony. All fees can be paid by check by May 17, 2024 or in My School Bucks by May 24, 2024.

By check: Payments must be received in the mail and processed before the deadline of May 17, 2024. Please include the Senior's name and ID# in the memo section of the check. After May 17th, all fees must be paid by credit card through My School Bucks [Senior Dues-Class of 2024](#). Please make sure that your student is assigned to your My School Bucks account. Go to sign into your account for the senior student. **Select School Store**, Browse All Items and use the search to find the Grad Fee Icon. Then you can make your payment by credit card.

Grad Fee payments should not be paid in the lunch account portal.

Financial Obligations: Deadlines for Check & Online Payments

Deadline to Pay by Check: May 17, 2024

Deadline to pay online in My School Bucks: May 24, 2024

Due Date: All Outstanding Obligations, May 24, 2024

Students need to pay all fines and fees by 8:00 AM on Friday, May 24, 2024. Students or parents may contact the **Finance Office @703-924-7415** or email Stephanie Gale sigale@fcps.edu to see if they have any outstanding obligations. Please have your senior student's name and student ID number ready to avoid confusion.

To pay by check: Payments must be received at the Hayfield Finance Office no later than the deadline of May 17, 2024. Please include the Senior's name and ID# in the memo section of the check.

To pay off any obligations online, you can go to [Senior Dues-Class of 2024](#) to make your payment by credit card in the school store. If textbooks or other school equipment including FCPSON computers are lost or damaged, the student will still be responsible for the cost of replacement. Students may not participate in the graduation ceremony until all financial obligations are met.

Lunch Account Refunds

At the end of the school year, you can receive a refund for any money left on your student's lunch account by going to <http://www.fcps.edu/node/31166>.

END - OF - YEAR ACTIVITIES

Senior Rock Garden

The Class of 2024 is excited to continue our Hayfield Rock Garden tradition. Students will be able to pick up rocks **only** at Madison Hall, **Monday April 1, 2024 through Tuesday, April 30, 2024**. Supply is limited so it will be a first come first served basis. If students have any questions, please see Kim Longshore in Madison Hall. Paint and seal the rock with your future plans- military logo, apprenticeship, career, college logo, etc. Include your name if you choose to! Then, return your rock to Madison Hall by **Friday, May 10** – they will be outside the school building for our Hawk family and friends to share in your celebration. See examples of painted rocks below and stay tuned for details regarding rock pick-up and return! More details on the process will be announced through Schoology.



Prom: Hollywood Red Carpet

Date: Friday, May 10th, 2024, from 7:00 PM to 11:00 PM

Location: Fairview Marriott (3111 Fairview Park Dr., Falls Church, VA 22042)

Ticket Price: **\$65/person** from April 8th - April 14th **\$75/person** from April 15th – April 21st
\$85/person April 22nd – May 5th.

Guests enrolled at another Fairfax County Public School are subject to the consequences as outlined in the current version of FCPS Regulation 2601. Non-Hayfield guests must attend another high school or be under the age of 21. Participants bringing a guest from another school must complete the **School-Sponsored Special Event Guest Form**. Pick up and submit the completed form to **Lafayette Hall no later than Monday, May 6th, 2024**.

FCPS Policy on Alcohol and Other Drugs

Hayfield Secondary School firmly adheres to a zero-tolerance policy on the use of and/or possession of alcohol or other drugs. Students possessing, using, or being under the influence of alcohol or other drugs or in possession of drug-related paraphernalia at any senior or other school-related activity will be subject to disciplinary action and/or referral to the Hearings Office according to Fairfax County Public School Policy. Such an offense will prohibit the student involved from participating in other senior school-related activities, which may include graduation.

Senior Exams Dates: May 30 - June 4

Exam Day 1: May 30	Thursday Period 5, 7	Orange Day
Exam Day 2: May 31	Friday Period 6, 8	White Day
Exam Day 3: June 3	Monday Period 1, 3	Orange Day
Exam Day 4: June 4	Tuesday Period 2	White Day

Technology Turn In

Seniors will have a total of four options for turn in: each day at the conclusion of the 2nd final. Computers **and chargers** will be collected at the tech table by the HS cafeteria. All non-FCPS stickers must be removed and computers should be wiped down.

If you have lost your charger, you will be responsible for paying the cost (\$23) in MySchoolBucks before graduating. Students must also return their FCPSOn computer or pay the cost of the missing FCPSOn computer (\$444 at time of publishing) in order to receive their cap and gown or graduation tickets.

Collection Dates, Times, and Locations

May 30, 2024 : After period 7, Tech Table

May 31, 2024 : After period 8, Tech Table

Jun 3, 2024 : After period 3, Tech Table

Jun 4, 2024 : After period 2, Tech Table

Senior Oscar Night

Date: Monday, June 3, 2024

Time: 5:00 PM

Location: Hayfield Secondary School

The Senior Oscar Night will take place on Monday June 3, 2024. There are a variety of categories that honor and celebrate our seniors. Each category has three or four nominees. These students are selected by their fellow seniors. These students are selected by their fellow seniors. Awards will be presented by staff members and the event will be hosted by members of the student body.

Parents are welcome to attend.

Senior Awards Program

Date: Wednesday, June 5, 2024

Time: 8:30 AM to 10:30 AM

Location: Auditorium

The Senior Awards Program will be held in-person on Wednesday, June 5th at 8:30am in the auditorium. All seniors, their families and friends are cordially invited to attend. The ceremony will include School and Community Awards, Military Awards, recognition of selected Scholarship Awards and Academic Department Awards. Award recipients will receive their certificates, medals and/or pins at the awards ceremony.

ALL students who will be recognized with an award at this ceremony will receive an email invitation to this event in May with further details. Even if you are not receiving an award, you are welcome to attend to support your classmates.

Graduation Rehearsal and Ceremony

Graduation Rehearsal

Date: Thursday, June 6 **AND** Friday June 7, 2024

Time: 11:30 AM - 2:30 PM

Location: Hayfield Gym

Rehearsal for the graduation ceremony is **REQUIRED** for all seniors participating in the graduation ceremony. Seniors should come in Door 1 or Door 9 and report to the Field House. Seniors are expected to come to **both** rehearsals and stay for the entire rehearsal time, which should be over by 2:30 PM. Please plan your day accordingly.

Rehearsal will take between 2 and 3 hours to complete. Attendance will be taken for this **mandatory** activity. Important details pertaining to the graduation ceremony such as lining up, seating, receiving diplomas will be discussed and rehearsed.

Any student with outstanding fees or fines will be advised of their obligations and will need to pay this obligation before they receive their cap and gown. The Finance Office will be set up in the Middle School Lecture Hall to address these issues.

Seniors, during rehearsal you will find out your ceremony seat. Please make sure to remember where it is so that you can tell your honored guests which side of the stadium to sit on. You will also have the opportunity to let counselors know exactly how to pronounce your name.

Cap and Gown Distribution

Caps and Gowns will be given out at graduation rehearsal.

Graduation Ceremony

Date: Monday, June 10, 2024

Time: 9:30 AM | GRADUATES Arrive NO LATER THAN 8:00 AM | Graduates will not be allowed entry prior to 8:00 AM | **Doors open at 8:30 AM for guests**

Location: EagleBank Arena, George Mason Campus

Tickets: Because of the size of the venue, students are **not** restricted to a specific number of guests. Therefore, **tickets are not being distributed.**

The administration, faculty, and staff of Hayfield Secondary School extend to the graduating class of 2024 our best wishes for a distinguished commencement ceremony, a safe and enjoyable summer, and a successful future. The graduation ceremony is a formal recognition of your years of successful academic work. Graduation is an occasion for joy, dignity, and reflection. Hayfield administration, faculty, staff and student leaders have made every effort to ensure that your commencement ceremony is worthy of your accomplishment. It is expected that you will do your part to make the 2024 Hayfield Secondary School commencement ceremony one of which we may all be proud.

Graduation Attire

All Seniors will wear the same color gowns for the graduation ceremony. Graduation caps should be uniform with no signs or decorations. Please remove them from the bag after picking them up, so the wrinkles can start to fall out. Only school-provided and nationally recognized honor society cords and stoles are appropriate. Seniors are expected to arrive at graduation appropriately dressed for the occasion, carrying their caps and gowns. Students should wear appropriate but comfortable shoes, dresses, skirts, or slacks that are not excessively full or long, dress shirts, ties, dark dress trousers, and dark socks. No sunglasses, flip-flops, sandals, athletic footwear or sneakers are to be worn. No one is to wear jeans or shorts. Casual attire is for the All-Night Graduation Party, not for the ceremony.

Location | Line-Up | After the Ceremony

Traffic due to the graduation ceremony will be heavy. **Please plan for this and leave early to arrive on time. Students should report to the line-up at EagleBank loading dock (southeast corner of the arena at 8:00 AM. At EagleBank, students and families must be prepared to walk a distance from their parking spot to the arena. Students should bring only their car keys and cap and gown.** Once in line, please stay in your correct position. Each senior will be informed of seat assignments at rehearsal. Communication will be difficult both inside and outside of the building. To ensure that the ceremony starts on time and goes smoothly, please listen to instructions carefully and cooperate cheerfully!

At the end of the ceremony, graduates will process out of the arena and be led to the North Entry. Your honored guests should meet you there.

Security

After graduates have reported to the arena, they will proceed through the inspection stations to be checked for inappropriate items. Graduates will enter with their gowns over their arms and carrying their caps. Do not chew gum or eat candy. **Do not bring purses, cameras, cell phones or any valuable items since secured storage is not provided.** Car keys will be the only item you can bring into the arena. Safety pins will be supplied, if needed. If you bring any other item except for keys, the items will be stored for you. You may pick the stored items up at the conclusion of the ceremony.

Appropriate behavior is expected by all participants and guests before, during and after the ceremony. Inappropriate behavior or possession of any inappropriate items (i.e. beach balls, balloons, horns etc.) by participants or guests detracts from the ceremony honoring our seniors.

Seniors can be removed from the graduation ceremony.

General Information

Photos: Arrangements have been made with Victor O'Neill Studios to take a picture of each graduate as they receive their diploma from Dr. Thompson, and one photo opportunity of the graduate at a designated area off the stage, on the way back to the graduate's seat.

Camera Policy

The use of still cameras and video cameras at graduations is expected and allowed. However, attendees may only film from their seats. Standing in aisles or portals is strictly prohibited. The use of electrical cords, tripods, or selfie sticks is also prohibited.

No Balloons, Noisemakers, Selfie Sticks/Tripods, and Signs/Flags larger than 18"x18" are allowed inside EagleBank Arena.

EAGLEBANK ARENA SECURITY POLICY

- All guests and their belongings are subject to search prior to entry
- Staff will visually conduct bag and metal detection inspections to detect prohibited items to ensure the safety of all guests.
- Any guest who declines to be searched or is in possession of prohibited items may be denied entry.

EagleBank Arena is encouraging guests to not bring a bag, in order to help enhance the contactless experience. If you require a bag for your personal belongings, EagleBank Arena has adopted a clear bag policy and must adhere to the following:

Clear Bag:

- Bag must be clear plastic, vinyl, or PVC with no obscured inside pockets
- Bag must not exceed 12"x12"x6"
- Bag may be 1-gallon plastic zip lock style bag

Clutch Style Bag or Purse:

- Non-clear clutch style bag or purse must not exceed 5"x7"

Small Medical and/or Parenting Bags:

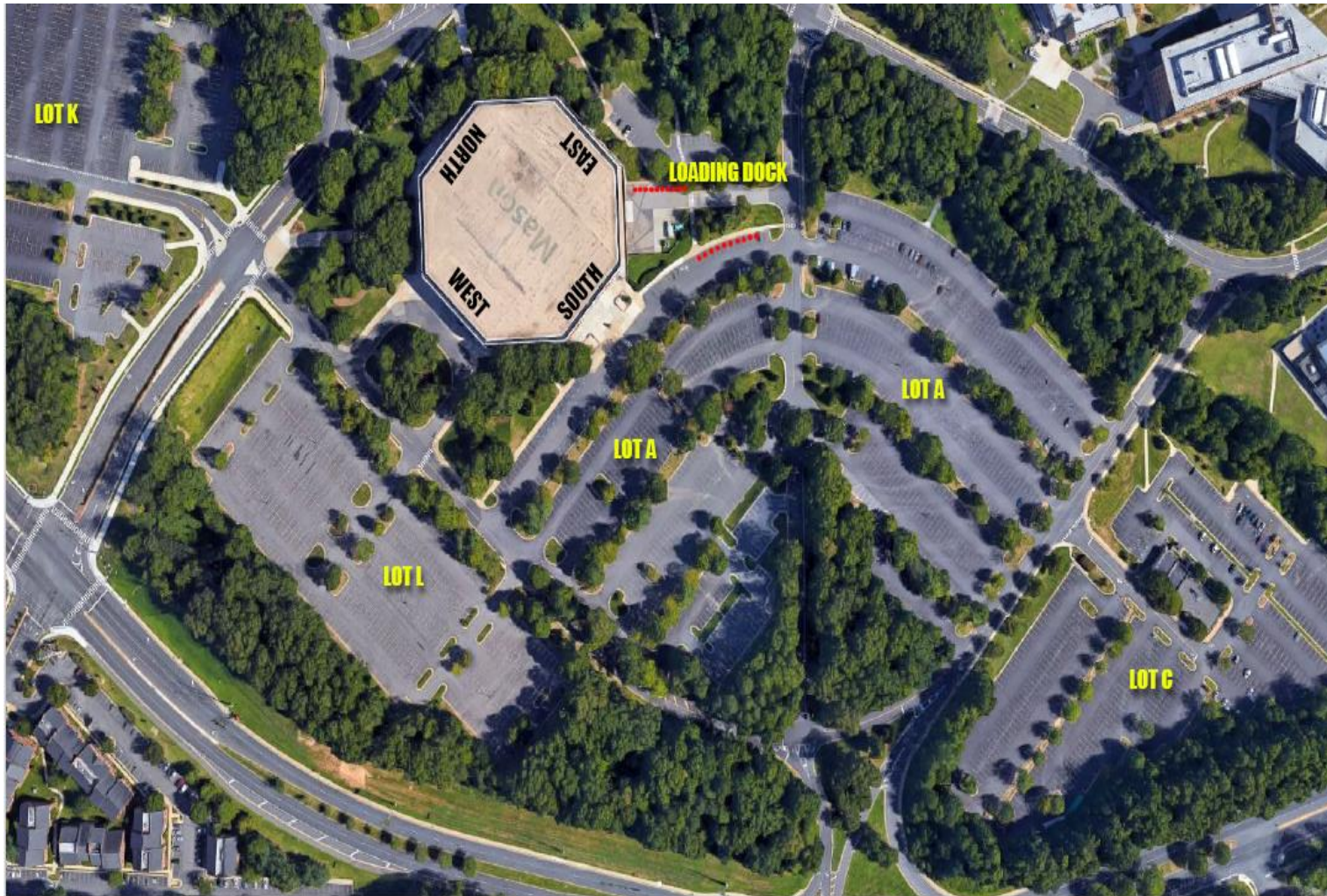
- Will be permitted on a case-by-case basis and will be subject to increased security screening.

Prohibited items at EagleBank Arena include, but are not limited to, the following:

- Weapons (guns, knives, chains, spiked bracelets, brass knuckles, tasers, mace/pepper spray)
- Balloons
- Fireworks
- Cans, bottles, or coolers
- Glass or ceramic containers of any kind
- Outside food and beverages
- Metal or glass reusable water bottles
- Illegal drugs or drug paraphernalia
- Laser pointers/pens
- Monopods, tripods, selfie sticks or poles
- Noisemakers such as air horns, sirens, kazoos, whistles, drums, etc.
- Animals (Except service animals. Emotional support animals will not be permitted entry.)
- Luggage
- Silly string
- Wrapped gifts or packages
- Non-collapsible umbrellas
- Drones
- Skateboards, Rollerblades, and Hoverboards
- Un-approved pamphlets, handouts, ads, etc.

Unless otherwise specified by Eagle Bank Arena Management, guests are welcome to bring small signs, posters, and flags for events. Large banners are not permitted. The following guidelines apply:

- Sign, banner, poster, or flag may not exceed 18"x18"
- Item must be related to the event
- Item may not be attached to a stick/pole
- Item may not obstruct any sponsor/building signage
- Item may not be attached, hung, taped, or draped over any part of the building
- Item may not contain or display obscene/offensive language and/or pictures, as determined by Eagle Bank Arena Management
- Item may not be constructed or displayed in a manner that may obstruct the view of other guests, interrupt the experience of other guests, or create a safety hazard
- Signs must be constructed of paper, fabric, or poster board materials
- Signs may NOT be constructed of or contain plastic, wood, metal, glass, or any material that can be used as a weapon
- Item may not be commercial or political in nature





Handicapped Accessibility

EagleBank Arena provides ample accessible seating for patrons in wheelchairs as well as those who may have difficulty with steps. Approximately 400 accessible seats are reserved via signage for each graduation, and are available on a first-come, first-seated basis.

When entering the building, you are level with row F, which is 12 rows from the floor. This row has no stairs to climb. Everything else in the building is up or down the stairs from this point, with railings in most locations. EagleBank Arena staff will place signs on rows E, F, and G, as a means of holding them for those patrons who cannot negotiate stairs. We ask that only one family member sit with the person who can't climb the stairs, as this seating is limited. The rest of the family can then usually find seating nearby in the section, a few rows above or below these concourse level rows.

If a family member comes into the building in a wheelchair (that they brought with them), and they need to remain in the wheelchair for the event, EagleBank Arena has available wheelchair seating in each corner of the concourse. This space is extremely limited and will also require that no more than one family member sit with them in the wheelchair area.

EagleBank Arena does not rent out wheelchairs. There are a few wheelchairs in-house which can be used to help transport patrons from the entrance to a seat but cannot be used by someone for the entire event. The main entries are wheelchair accessible; there are no steps or elevators to navigate. Accessible parking is available outside the South entry.

Official Graduation Photographer Information

Graduation 2024 is coming, and Victor O'Neill Studios will be there to photograph the special day. To access event photos, scan the QR code below and hit "Send" or visit the link listed below 72 hours after the event.

Information will be sent to students & families via Schoology/email closer to graduation.

VIEW EVENT PHOTOS HERE!

PHOTOGRAPHED BY VICTOR O'NEILL STUDIOS



SCAN & CLICK "SEND"!

Or visit this link after 72 hours.

[HTTPS://GALLERIES.PHOTODAY.IO/GALLERY/HSSGRAD24](https://galleries.photoday.io/gallery/hssgrad24)

Questions? Email us at graduation@vosphoto.com



CLASS OF
2024

Videography – More information will be sent out once it is available.

Graduation Announcements, Class Rings, and More:

Graduation announcements, class rings, and other Class of 2024 Hayfield stationary items can be ordered from our vendor, Balfour. There are two steps you can follow to do this:

See options below:

1. [Go to http://www.balfour.com](http://www.balfour.com)
2. When asked for the school, type in Hayfield Secondary (Class rings, announcements, spirit wear, etc.)





*****SENIORS*****

Class of 2024 - ANGP - All Night Grad Party

at the St. James Sports and Entertainment Center

Friday - June 7th, 2024

Lots of Activities and Fun!

Food & Drink are included.

TICKETS ARE ON SALE NOW!!

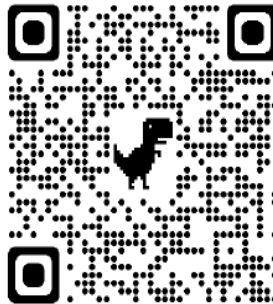
\$75

Purchase your ticket NOW!!

There are 2 parts to the ticket purchase.

- 1) A google document.
- 2) The ticket purchase.

You WILL NOT be able to attend the event if you do not complete both parts. **NO EXCEPTIONS!!!!**



See who has already completed both parts and is attending at our ANGP website.

If you have any questions, please contact us at angp@hssptsa.org

Payment Received:\$ _____ Date: _____
Signed Contracts Received: _____
Database Updated: _____ Website Updated: _____

Class of 2024 All-Night Grad Party Registration Form/Commitment Contract

This is a PTSA sponsored event. No graduate will be denied a ticket due to financial need. Tickets will be available at a lower cost to students demonstrating financial need. Contact Kim Longshore at Hayfield Secondary, kglongshore@fcps.edu or your counselor.

=====
Date: **Friday - June 7th, 2024 11:00 PM to Saturday - June 8th 5:00 AM**
Location: **The St. James, 6805 Industrial Rd, Springfield, VA 22151** (<https://www.thestjames.com>)

DEADLINE: All paperwork and payment must be received no later than **Friday, May 24th.**

Payments and contracts will be accepted via:

Returned to the Main Office addressed to Kim Longshore (kglongshore@fcps.edu)

OR

Mailed to Hayfield SS, ATTN: Kim Longshore, 7630 Telegraph Road, Alexandria, VA 22315

* Due to the cost of the event, there will be NO REFUNDS. (Checks payable to: Hayfield SS PTSA/ANGP)

Questions/Volunteers? Please contact angp@hssptsa.org

Additional information - can be found on the ANGP website: <https://hayfieldssptsa.ptboard.com/>

=====
Student Information:

Name _____

Email (non FCPS) _____ Cell Phone _____

Parent/Guardian Information:

Name _____

Email _____ Cell Phone _____

Interested in VOLUNTEERING? Chaperone _____ Check IN _____ Bag Check _____

=====
Please list the names and phone of two (2) responsible adults who can be contacted in the event the Parent/Guardian listed above cannot be reached. Note: We Will ONLY Allow Persons Listed On This Form To PickUp Your Student.

Name: _____ Phone: _____

Name: _____ Phone: _____

******Contracts, attached, must be completed and returned with payment.**

Hayfield Class of 2024 All-Night Grad Party Commitment Contract

*****This commitment contract must be completed, signed by the student AND parent/guardian AND submitted with payment by 5/31.*****

I, _____ plan to attend Hayfield Secondary School's All-Night Graduation Party on June 7, 2024. By signing this contract, my parent/guardian and I acknowledge that we have read, understand, and agree to abide by the guidelines stated in the St. James waiver as well as the following rules:

- In order to attend the ANGP, I must graduate in June or sign up for summer school with plans to graduate in August. Otherwise, I cannot attend the party and I will receive a refund. If I have been suspended from school or I am not eligible "to walk" during graduation due to an infraction, I will not be able to attend the ANGP and will NOT receive a refund.
- Check in is 11pm. PHOTO ID IS REQUIRED FOR CHECK IN. If I have purchased a ticket and do not check in by 11:30 pm, my parent/guardian will be called.
- This celebration is a drug-, alcohol- and smoke-free event. All individuals and bags will be searched at check-in. I will not be admitted if it is suspected that I have already consumed drugs or alcohol. My use of any of these products before or during the celebration will result in my immediate removal, my parent/guardian will be called to drive me home, and I will NOT receive a refund of my ticket purchase. Security on site will be notified to deal with inappropriate behavior or violations of the law.
- I will respect the event site and do no malicious damage. I understand that in the event of my inappropriate behavior, I may be asked to leave the party and my parent/guardian will be contacted. I understand that my parent/guardian must be available at any/all times during the event to take a phone call and pick me up if necessary.
- I understand that outside food/drink is not allowed; these will be provided as part of my ticket price.
- I understand that the ticket price is all inclusive - no additional cash is necessary.
- I understand that this event is for Hayfield's Graduating Class of 2024 only, and I may not bring a guest to this event.

PARENT AUTHORIZATION/ ACKNOWLEDGMENT OF RISK: I am aware of the purpose of the Hayfield 2024 ANGP and its various activities in which my student/I may choose to participate. I have been given the opportunity to have my questions answered to my satisfaction. I understand that participation in the various activities at the 2024 ANGP may expose my student/me to the risk of injury. I agree that to the best of my knowledge, my student is/I am physically able to engage safely in those activities. I understand that participation in this event involves public property and that the Hayfield PTSA, Hayfield 2024 ANGP committee, and volunteers will not have any responsibility for the condition or use of this property or any of the 2024 ANGP activities. I hereby release from any claim whatsoever and agree to hold the Hayfield PTSA, the Hayfield 2024 ANGP committee and its volunteers harmless, blameless and without fault from any and all loss, injury, harm or damage that may arise from my student's/my use of or presence on and at such premises and activities. I understand that my student/I will abide by all rules and procedures set forth by the Hayfield 2024 ANGP and The St. James.

By signing this document, I give permission for the Hayfield Secondary ANGP Executive Committee OR The St. James to seek medical attention for my child in the event that I cannot be reached during an emergency.

Student Name _____ Signature _____ Date: _____

Student's Home Address _____ City _____ State _____ Zip Code _____

Student's Allergies/Reactions _____

Medications _____ (Please supply full, complete instructions.)

Parent/Guardian Name _____ Signature _____ Date: _____

Parent/Guardian contact numbers DURING THE CELEBRATION: Home _____ Cell _____

Hayfield Senior Class of 2024 - All Night Grad Party/ANGP @ The St. James - Friday, June 7, 2024

Action and Evacuation Plan

This Hayfield Secondary School ANGP Action and Evacuation Plan outlines what actions the ANGP Committee and/or St. James staff and other security personnel will undertake to manage incidents during the event. Students involved in the incidents listed below (or similar) will be removed from the event. They will be escorted and held at the registration area until a parent/guardian is contacted and arrives to take the student home. An appointed member of the ANGP committee will be responsible for contacting the parent/guardian/emergency contact and will remain with the student until the someone arrives. Students being removed from the event will need to be picked up within ONE HOUR of notification.

Possession of Contraband: The possession of alcohol, vapes, tobacco or other illegal substances are not permitted inside The St. James facility. Should students arrive with such items or are found to be in possession during the event, the items will be confiscated and depending on the item confiscated, Fairfax County Police may be called. Ex. Alcohol and/or non-prescription/illegal drugs.

- **Under the Influence:** Students arriving at The St. James or found at any time during the event to be under the influence of alcohol, drugs, or other illegal substances, will be removed from the event.

- **Enter/Leaving Building outside of approved hours:** Students who attempt to enter or leave the St. James building after lockdown without expressed permission or are involved with assisting in attempts to leave or enter the building, will be removed from the event. Also, volunteers assisting students in similar attempts will be asked to leave the premises immediately.

- **Altercations:** Any student who engages in any form of physical altercation will be removed from the event. Students who engage in verbal altercations will be given one verbal warning. If verbal altercations continue, the student(s) will be removed from event.

- The Fairfax County Police will be contacted to assist with any student who refuses to comply and/or demonstrates aggressive behavior towards another participant, volunteer or staff member or is purposely damaging The St. James facility or any property within. The student will also be removed from the event.

- Hayfield Secondary School will support all safety guidelines set forth by The St. James and will remove any participant or volunteer who is in violation of any of these measures.

Late arrival/Early dismissal:

- Students who plan to arrive after the close of registration at 12:00AM or have a planned request to leave prior to the event's 5AM dismissal time, must have pre-arranged this with HSS ANGP committee members 4 days prior to the event. (By June 3rd). Families NEED to communicate their late arrival notification to angp@hsspts.org Approval of late arrival/early dismissal will be coordinated and confirmed with the parents. If a student arrives late and DID NOT pre-arrange their arrival, they WILL NOT be permitted to enter the building.

- Students are HIGHLY encouraged to remain at the event for the entire time. However, we recognize unexpected situations do arise. With this in mind, students are permitted to leave, but may not do so until their parent/guardians are notified of the student's request.

- Once a student leaves the event, they are NOT permitted to return to The St. James.

- If your child does not show up either at registration or at the pre-arranged late arrival time, their parents/guardians/emergency contacts will be notified.

Evacuation Plan:

- Three ANGP members will be responsible to administer a roll-call for students at TSJ evacuation site.

- Two ANGP members will be responsible to administer a roll-call for all volunteers and the vendors.

- If an evacuation occurs, the meeting point designated by the St. James is the "STJ" sign next to Industrial Rd.

Neither the students nor volunteers will be permitted to reenter the facility until it is deemed safe by the appropriate authorities, The St. James and the ANGP committee. If it is not safe to reenter the facility, we will notify all student's families. The appointed ANGP committee members will stay on the premises until all students have safely departed or are picked up.

Student Name _____ Signature _____ Date: _____

Parent/Guardian Name _____ Signature _____ Date: _____

Hayfield Senior Class of 2024 - All Night Grad Party/ANGP @ The St. James - Friday, June 7, 2024

AGENDA AND PROTOCOL

Class of 2024 Seniors & Families,

Greetings from the Class of 2024 All Night Grad Party Committee! We have been planning **YOUR** special night since last August! We

know it will be an awesome and SAFE night for you and your classmates as you celebrate your recent milestone!

IMPORTANT: Please be sure to read this document carefully as it covers the ANGP agenda and other important items. For location and flow of traffic/entrance purposes, please refer to the map on the final page.

Schedule for Friday, June 7th

11:00PM: Registration and FUN Begins! We are expecting 150+ students! Get there EARLY!!!!

12:00AM: ALL students MUST be in line by 12:00AM in order to enter the building!

11:00PM – 4:00AM: Selected Venues and activities are OPEN FOR YOU TO HAVE FUN!

4:00AM: Venues begin to shut down for the night/ graduates go to the Field House for the Class of 2024 RAFFLE!!!!

4:15AM - 4:55AM: Class of 2024 Raffle...we have ALL kinds of great stuff to give away to YOU!!!!

4:55AM: Dismissal to cars and onto your next chapter in life!!! GOOD LUCK!

Registration/ Bag Check Protocols

- At registration, each student will be provided a drawstring bag to keep their belongings in. NO other outside bags or similar will be permitted inside The St. James.
- Please do NOT bring items that will not fit in your standard 14in. X 18in. drawstring bag. Ex. Students do not need to bring 4 hoodies and 3 pairs of shoes!
- These bags will be overseen by our adult ANGP volunteers and kept in the bag check area. Students will be able to retrieve items from their bags throughout the night, but will not be permitted to carry them throughout the facility except for their trip to the pool.
- ALL bag checks will be conducted by the security team and trained STJ staff (male & female)
- They will be searching for and/or confiscating any and all of the following: alcohol, vapes, tobacco or other illegal substances, prescription and non-prescription drugs (more on this below) and weapons of any kind.
- OUTSIDE food, water and other beverages will NOT be allowed in the event. We will have plenty of food and drink for everyone!
- Also NOT permitted will be water bottles, thermoses, Yeti's, Hydroflasks or similar. This includes BOTH students and volunteers.
- Due to security reasons, The St. James also prohibits makeup, toiletries and feminine hygiene products.
- Note: Feminine hygiene products will be available throughout the event in all appropriate restrooms. The swim locker room will also have a few assorted toiletries for your after-pool needs.

Student Name _____ Signature _____ Date: _____

Parent/Guardian Name _____ Signature _____ Date: _____

THE ST. JAMES TERMS AND CONDITIONS OF SPORTS/PROGRAMS PARTICIPATION

These terms and conditions apply to all services provided by SJS&W Washington Property LLC d/b/a The St. James ("The St. James"), located at 6805 Industrial Road, Springfield, VA 22151. You agree that The St. James' Terms and Conditions may be revised, supplemented, or amended in the sole and absolute discretion of The St. James and any such changes shall become immediately effective upon posting or other notice provided to Customer, including any posting on a website or mobile application owned, published, or maintained by The St. James.

1. ASSUMPTION OF RISK. Customer, on behalf of himself/herself, as well as any dependent children, or guests, understands and agrees that engaging in physical activities and/or use of The St. James' facilities involves an inherent risk of loss or injury to persons or property. Customer assumes the risk of injury or loss resulting from (i) Customer's use of any of The St. James' facilities (including, without limitation, the following: restaurant areas, spa facilities, the health club, all retail space, each sports venue, "Super, Awesome and Amazing", "Laugh, Learn and Play", the rock wall/climbing areas, locker rooms, restrooms, lobbies and parking areas), whether supervised or unsupervised; (ii) accidents (whether caused by Customer or any other person), including, without limitation, slip and fall accidents in or around The St. James' facilities; and (iii) theft or loss of personal property (including, without limitation, personal property kept in lockers). Customer expressly agrees that Customer (a) is participating in and/or using The St. James' facilities at Customer's sole risk with knowledge of the dangers involved, and (b) to the extent permitted under applicable law, assumes all risk of loss and/or injury to persons or property (including, without limitation, the risks enumerated above) and full responsibility for such loss or injury whether due to participating in and/or using The St. James' facilities, improper supervision or instruction, or for any other reason whatsoever, including, without limitation, ordinary negligence on the part of St. James and its principals, contractors, affiliates, employees, equity holders, directors, officers, agents, representatives, successors, assigns, guests, or invitees (each a "St. James Party"). Customer is cautioned against bringing valuables onto The St. James' premises. Without limiting anything set forth in this Agreement, all personal effects, automobiles, and other property brought by the Customer onto The St. James' premises shall be solely the Customer's responsibility, and no St. James Party shall be liable for any damage, destruction, theft, or other loss of such personal property.

2. WAIVER OF LIABILITY AND INDEMNIFICATION. Customer, on behalf of himself/herself as well as any dependent children, or guests, hereby waives and releases The St. James, its agents, representatives and employees for liability for claims of property damage or loss incurred by Customer, his/her family members or guests upon The St. James' facilities or at The St. James' sponsored events. Customer agrees to indemnify each St. James Party, its agents' representatives and employees from and against any and all demands, claims, suits, actions, causes of action, and liabilities, including attorneys' fees, resulting from personal injury, property loss or damage directly or indirectly caused by Customer or Customer's family and/or guests, including negligent, reckless, and intentional conduct.

3. AGREEMENT TO ARBITRATE ALL DISPUTES. IN THE EVENT OF ANY DISPUTE (OTHER THAN ONE FILED IN A COURT THAT IS LIMITED TO ADJUDICATING SMALL CLAIMS) BETWEEN YOU AND THE ST. JAMES ("THE ST. JAMES" AS USED IN THIS PROVISION ALSO INCLUDES THE ST. JAMES' AFFILIATES AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS), YOU AND THE ST. JAMES CONSENT TO ARBITRATE THAT DISPUTE BEFORE A SINGLE ARBITRATOR UNDER THE THEN-CURRENT RULES OF THE AMERICAN ARBITRATION ASSOCIATION IN A LOCATION NEAR THE ST. JAMES, RATHER THAN LITIGATE THE DISPUTE IN COURT. YOU AND THE ST. JAMES ALSO AGREE THAT THE FEDERAL ARBITRATION ACT GOVERNS THE ARBITRABILITY OF ALL DISPUTES BETWEEN YOU AND THE ST. JAMES. IN ADDITION, YOU AGREE NOT TO PARTICIPATE IN A CLASS ACTION, A CLASS-WIDE ARBITRATION, CLAIMS BROUGHT IN A REPRESENTATIVE CAPACITY, OR CONSOLIDATED CLAIMS INVOLVING ANOTHER PERSON'S ACCOUNT, IF THE ST. JAMES IS A PARTY TO THE PROCEEDING. THE ARBITRATOR SHALL INTERPRET AND DETERMINE THE VALIDITY OF THE ARBITRATION PROVISION, INCLUDING UNCONSCIOUSNESS. IF THE ARBITRATOR FINDS THAT THE ARBITRATION AGREEMENT, INCLUDING CLASS WAIVER, IS UNENFORCEABLE, IN WHOLE OR PART, THE ENTIRE ARBITRATION PROVISION SHALL BE NULL AND VOID AND EITHER PARTY MAY FILE THE ACTION IN COURT.

4. HEALTH WARRANTY AND ASSUMPTION OF RISK. Customer represents that he/she, and any sub-members, dependent children, or guests, is/are in good health and has/have no known disability, impairment, injury, disease, or ailment preventing him/her/them from engaging in active or passive exercise that would cause increased risk or injury or adverse health consequences as a result of use of The St. James or its facilities in any manner. The St. James does not assess the health of new members for purposes of determining ability to engage in exercise and other activities; any fitness assessment or similar testing is solely for the purpose of providing comparative data to allow the Customer to track personal progress. Customer agrees to follow any and all health and safety instructions provided by The St. James regarding use of its facilities and equipment to prevent accidents and injuries. Customer acknowledges that the use of The St. James' facilities, equipment, services, and programs involves an inherent risk of personal injury and that Customer should be aware of his/her medical history and consult with a physician prior to engaging in or continuing exercise. Customer assumes all risks of personal injury to him/herself, his/her family members, and guests. ("Customer," as used in this provision, also includes any of Customer's sub-members, dependent children or guests who use The St. James' facilities.)

5. ASSUMPTION OF THE RISK AND WAIVER OF LIABILITY RELATING TO CORONAVIRUS/COVID-19, OTHER VIRUSES AND COMMUNICABLE ILLNESSES AND AFFIRMATION OF HEALTH. The novel coronavirus ("COVID-19"), has been declared a worldwide pandemic by the World Health Organization. COVID-19 is contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people, or significantly limited the size of any gathering. The St. James has put in place preventative measures to reduce the spread of COVID-19; however, The St. James cannot guarantee that you or your child(ren) will not become infected with COVID-19 or any variants thereof, any other virus or any other communicable illness or disease (collectively, any "Illness" or "Illnesses") as a result of entering into the The St. James's facilities or as a result of participating in competitions or other activities related to related to events sponsored by The St. James. Further, attending The St. James' programs or events could increase your risk and your child(ren)'s risk of contracting an Illness. Customer acknowledges the contagious nature of Illnesses and VOLUNTARILY ASSUME THE RISK that your child(ren) and you may be exposed to or infected by Illnesses by participating in or attending The St. James' programs or events and that such exposure or infection may result in personal injury, illness, disease, sickness, permanent disability, and possibly death to yourself, your spouse, guests, child(ren), unborn child, or relatives. Customer understands that the risk of becoming exposed to or infected by Illnesses while participating in a The St.

James program may result from the actions, omissions, or negligence of yourself and others, including, but not limited to, The St.

James' employees, contractors, agents, volunteers, other program participants and their families, as well as participants and families unrelated to The St. James.

6. HEALTH ATTESTATION. Customers agree by the execution and delivery of this disclaimer, waiver and release, customer acknowledges and affirms that neither himself/herself, nor any child(ren) and/or other person that may accompany customer or customer's child(ren) in connection with any St. James programs, activities or events: (1) has been diagnosed as having contracted any illness; or (2) is suffering from symptoms related to any illness, including but not limited to: an elevated temperature (i.e., above 100.4 degrees Fahrenheit), a persistent cough, body or muscle aches, a "runny" nose, diarrhea, fever, chills, unusual fatigue, a sore throat, shortness of breath or difficulty breathing, or a recent loss of the sense of taste or smell. On behalf of Customer, and on behalf of Customer's child(ren), Customer agrees to release, covenants not to sue, discharges, and holds harmless The St. James, its affiliates, parent, subsidiaries, directors, officers, employees, agents, and representatives, and the directors, officers, employees and agents of each and every affiliate, parent, and subsidiary of The St. James from all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. Further, Customer UNDERSTANDS AND AGREES that this release includes any claims based on the actions, omissions, or negligence of The St. James, its employees, agents, and representatives, whether an illness occurs before, during, or after participation in any The St. James program or related event.

7. NOTICES. Except as otherwise stated herein, all notices to The St. James shall be mailed (certified or registered, return receipt requested) to 6805 Industrial Road, Springfield, VA 22151 or to such other address designated for notice as posted on The St. James' website. A cancellation notice should include sufficient information to identify Customer, including name, address and/or email address. Customer agrees to the use of e-mail, text messaging, mail, telephone (including cell phone), and any other form of communication via a mobile device, the internet, or other electronic or technology-based media as a form of personal and promotional communication with The St. James. Customer e-mail addresses will not be sold or rented to third parties but may be made available to contract vendors solely for promoting affinity programs with The St. James'. The St. James will remove Customer's e-mail address from its database upon Customer's written request.

8. PHOTO AND MEDIA RELEASE. Customer, Customer's dependents, and Customer's guests recognize and acknowledge that, in the course of business, The St. James may record activities that include Customer's or guests' likeness on any recorded medium (including, but not limited to, video, audio and photos) for use in any form (including, but not limited to, print, broadcast, websites, blogs, and internet). Customer consents to such recording and releases The St. James to use Customer's likeness and/or voice to exhibit or distribute such recordings in whole, or in part, without restrictions or limitations for any educational or promotional purpose. The St. James is not liable for any Customer's appearance in media or broadcast. ("Customer," as used in this provision, also includes any of Customer's dependent children or guests who use The St. James' facilities.)

9. HEALTH INFORMATION CONFIDENTIALITY. Customer understands that, in certain circumstances, The St. James' customers disclose information to The St. James' personnel about their personal health as well the health of dependent children or guests. All such information will be kept confidential by The St. James' staff, but it is not covered by or protected under the Health Insurance Portability and Accountability Act (HIPAA).

10. CONSENT FOR TREATMENT. Customer consents to allow the physician(s) and/or other health care provider(s) selected by The St. James to provide an evaluation and treatment to himself/herself, as well as any dependent children, or guests, for any injury, illness, or condition that may occur while Customer is present at The St. James or at an event or program sponsored by The St.. Customer further consents to allow said physician(s) and/or health care provider(s) to share appropriate information concerning himself/herself, as well as any dependent children, or guests, that pertains to medical treatment provided, with other The St. James staff, public safety personnel, first responders, and/or medical transport services as necessary and appropriate to ensure the proper transfer of patient care.

11. PRIVACY. Cell phone usage and photography is prohibited in the locker rooms or anywhere else that could reasonably be expected to compromise personal privacy or cause embarrassment to any other person present at The St. James.

12. ENTIRE AGREEMENT. This Agreement constitutes the entire and exclusive membership agreement between the parties and there have been no promises, warranties or representations pertaining directly or indirectly to this Agreement which are not contained herein. This Agreement may be modified only by an instrument, in writing, signed by both the Customer and an authorized representative of The St. James.

13. SEVERABILITY. If any portion of this Agreement shall to any extent be declared unenforceable or illegal by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby, and each portion and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

By my signature below: (i) I acknowledge receipt of a full copy of this Agreement, which is executed by both parties; (ii) I acknowledge and agree to abide by the Terms and Conditions contained in this Agreement.

Student Name _____ Signature _____ Date: _____

Parent/Guardian Name _____ Signature _____ Date: _____

Graduation Non-Participation

If a student finds it necessary to be absent from the graduation ceremony, the Graduation Non-participation form must be completed and signed by the parent/guardian. The non-participation form is included at the end of this packet. All forms must be returned to Ms. Kim Longshore in Madison Hall or emailed to kglongshore@fcps.edu by **Friday, May 24, 2024**. All seniors are encouraged to participate in all activities; however, attendance is not required since the activities are extracurricular. Any senior not participating in the ceremony and who did not pay the graduation fee will be charged **\$5.50** to cover the cost of the diploma cover. Any senior who cannot participate in the graduation ceremony may pick up their diploma from the **Student Services Department** in the main office the day following the ceremony on **Tuesday, June 11**, between **8:30 AM - 1:00 PM**.

Hayfield Secondary School | Class of 2024

Graduation Non-participation Form

Date: _____

My student, _____, DOES NOT plan to participate in the Hayfield Secondary School Graduation Ceremony on Monday, June 10, 2024.

Name of Senior: _____

Senior's student ID number: _____

Senior's Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Parent/Guardian Contact Number: _____

This form is due no later than May 24, 2024, to Ms. Kim Longshore in Madison Hall or by email to kglongshore@fcps.edu with the **subject line: Graduation non-participation form.**