

# Holy Cross Catholic Secondary School

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September 29<sup>th</sup>, 2020

## Graduation Event for the Class of 2020 Friday October 9<sup>th</sup>, 2020 3:30-7:00 p.m.

Dear Holy Cross CSS Class of 2020,

When we postponed our graduation exercises in June of this year, our hope was that we would be able to hold our traditional in-person ceremony at the school in October 2020. Now, as October is nearly upon us and due to the current provincial gathering limits and other regulations, we are sorry to announce that our anticipated traditional convocation event will not be permitted this fall at Holy Cross CSS or in any of the ALCDSB secondary communities.

In its place, our graduation committee has put together an event that will allow our recent graduates to walk across the stage at Holy Cross CSS, receive their diplomas, awards and recognition and to photographically capture the 'cap and gown' moment with family and friends. This event has been designed to ensure that physical distancing measures and other health and safety requirements are given top priority in order to ensure the overall safety of all in attendance.

Our graduation event for the Class of 2020 will take place on Friday October 9<sup>th</sup>, between the hours of 3:30 and 7:00 p.m. in the following manner:

1. Graduates will register in small groups for a timeslot using the following link:

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

- At the above site, register for an account by clicking the "**REGISTER**" menu tab and filling in the on-line form. Choose a user id and password for yourself and then click the "**Register Now**" button.
- Add your graduate into the system by clicking the "**Add a Student**" button. Click "**Insert New**" button to add more children.
- Click the "**date**" icon beside your child's name to schedule your appointment.
- Once you have booked your timeslot, please click on your child's name to add a note which indicates the names of the **two** guests that will be accompanying your graduate to the event.
- We will be requiring a phone number and the names of the graduate and two guests for contract tracing purposes, as per provincial regulations.
- Appointments can be booked from September 29<sup>th</sup> – October 7<sup>th</sup>, 2020.



2. Each graduate may bring a maximum of **two** guests to attend the event.
3. Please ensure that you arrive on time for your chosen timeslot. Upon arrival at the school, please park in the rear parking or student parking lot and make your way to the rear doors of the school (adjacent to the gymnasium).
4. In order to enter the building, each member of your group must be wearing a mask – we do not have extra masks on hand. You must wear the mask the entire time that you are in the building.
5. You will be directed into the small gymnasium to do the following:
  - Hand-sanitize.
  - Confirm your name and phone number (for contact tracing purposes).
  - Receive your cap (mortar board), which you may keep, and your gown (which you must return before leaving the school).
6. Please ensure that you are always physically distancing from other graduates and the Holy Cross CSS staff. Please observe and follow the markings on the floor in the school.
7. You will be called, by name, to approach the stage set up in the large gymnasium, where you will receive your diploma, silver Cross and any awards won, from a member of the school administration. There will be an opportunity for photographs at this point.
8. After exiting the stage, the graduate should make his/her way to the north end of the gymnasium to the photo booth, for a picture with his/her guests (masks must be worn for this picture). These photos will be available for viewing on the Holy Cross Photography Facebook page.
9. After the photo booth – the graduate and his/her guests must exit the gymnasium through the northwest doors to the parking lot. Please deposit your gown in the appropriate bin for cleaning on your way out. You may keep the mortar board (cap).
10. We ask that all graduates and their guests leave the Holy Cross grounds once they have received their diploma and deposited their gown for cleaning, to ensure that we stay in observance of the provincial regulations on gatherings.
11. Our Communications Technology team will be pre-recording the salutatory, valedictory, welcoming and Principal's addresses, along with capturing footage of the graduates receiving their diplomas. These moments will be released in the form of a video for the graduates to watch in the coming week on the Holy

Cross YouTube channel. Specific details about the video will be communicated at [www.hctoday.ca](http://www.hctoday.ca) and via the school social media channels.

We look forward to the opportunity to celebrate our Class of 2020 (albeit in a different format than we would have hoped) in the school. We hope that each of you take advantage of the opportunity to 'walk across the stage at HC' on October 9<sup>th</sup>.

If you are unable to attend on October 9<sup>th</sup>, we will be in touch to ensure that you receive your diploma, silver Cross and any other items of recognition.

Thank you for your understanding and patience, we look forward to seeing you at Holy Cross CSS on the 9<sup>th</sup>. **For any graduate that is unable to attend this event on the 9<sup>th</sup> of October, the school will make arrangements to mail your Diploma to the mailing address we have on file.**

"Once A Crusader, Always A Crusader,"

Michael Faught, Principal.