1.0 PURPOSE OF POLICY

1.1 To provide guidelines for the conduct of the annual year twelve formal dinner.
1.2 To clarify the roles and expectations of the students, staff, parents and community members at this function.
1.3 To make explicit the legal requirements that impinge on this function.

2.0 PRINCIPLES

2.1 The purpose of the year twelve formal dinner is to celebrate the conclusion of the year twelve students’ schooling and the end of their association with the school as a student.
2.2 The celebration is the last formal school activity that the group will attend as a year level.
2.3 The celebration involves the graduating students, school staff and parents.

3.0 HOW THIS POLICY WILL BE PUT INTO PRACTICE

3.1 The year twelve formal dinner will take place after the conclusion of the final year twelve exams and before the annual Awards Night.
3.2 The formal dinner will be attended by students, parents and school staff.
3.3 Approval for the formal dinner is to be sought from school council as a school conducted activity in keeping with the principles listed under point 2 above.
3.4 The formal dinner is to have a scheduled start and finish time that is negotiated between the students, the Principal and School Council.
3.5 The dinner will be held either at a licensed premises or be catered by an organisation which is licensed to serve alcohol for this event. There will be no Bring Your Own alcohol (BYO) arrangements entered into.
3.6 Any sale and consumption of alcoholic beverages must be within the existing laws and will be the responsibility of the licensee running the event.
3.7 In the course of the dinner there will be formal recognition of the school careers of the graduating students and presentation of School Leavers Manuals.
3.8 The program for the event will be organised by the students and incumbent VCE coordinators. Any speeches or presentations made are to be in accord with community expectations of a formal school function.
3.9 Students are encouraged and expected to take an active part in the planning, organising and fundraising for this formal dinner.
3.10 The school reserves the right to refuse admittance to this dinner.