

**Policy Statement:** The Western School District shall ensure that high school diploma presentation and graduation ceremonies are organized with an emphasis on safety, inclusion for all students, reasonable family and school costs and minimal loss of instructional time.

**1. Application**

This policy applies to all schools within the Western School District that host or sponsor diploma presentation and graduation ceremonies.

**2. Rationale**

This policy is designed to ensure consistency in expectations regarding diploma and graduation ceremonies in all schools throughout the district.

**3. Procedures**

- 3.1 Principals are encouraged to establish a Graduation Committee, consisting of parents and staff, to assist in the planning and organizing of relevant events within the diploma presentation and graduation ceremonies.
- 3.2 Only students, who through a combination of accumulated credits and enough registered courses in the senior year to fulfill graduation requirements, will be permitted to participate, as graduates, in events related to the diploma presentation and graduation ceremonies.
- 3.3 Instructional time should not be used for the planning, practicing or decorating for the graduation ceremonies.
- 3.4 Costs associated with graduation ceremonies such as decorations, banquet meals, flowers, etc., shall be kept at a minimum. No student will be prevented from attending presentation of diploma and graduation ceremonies because of inability to pay.
- 3.5 Student dress for diploma presentation ceremonies shall ordinarily be cap and gown unless the Principal approves otherwise.
- 3.6 Principals are to make a special effort to inform graduates and parents of the Board's concern regarding unofficial graduation parties, and the inherent dangers of such parties in the hope that these activities can be disassociated from the proper celebration of a graduation. It is recommended that the school initiate an

educational program to achieve this objective while exploring and promoting other options such as safe grad.

3.7 If religious exercises are held, they shall be ecumenical in nature.

Approved: May 10, 2010	Review Date: May, 2013	Updated:
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