

Canberra College

caring for your future



COLLEGE POLICY and PROCEDURE:	Year 12 Formal Policy
APPROVED:	2014
REVIEW DATE:	2017
RELATED DET POLICY:	http://www.det.act.gov.au/policies/policies.htm

Context:

The Canberra College community acknowledges and celebrates the successful conclusion of the last formal year of secondary education. All students who have satisfactorily completed their Year 12 studies at the college qualify to attend the Formal. Each qualifying student wishing to participate is allowed to bring one guest.

Definitions:

- **Formal:** A social event conducted under the duty of care arrangements of the college and subject to College and Department of Education supervision guide lines.
- **Satisfactory completion:** A student qualifies to attend based on satisfactory completion of the Year 12 Certificate and satisfactory behavior.
- **Guest:** A person who accompanies a Canberra College student. It is expected that they will abide by the duty of care arrangements. No age limit is placed on this guest

Arrivals and Motor Vehicles

- Arrivals are part of the spectacle of the Formal. Student must reminded that their designated vehicle operator to drive in a safe and responsible manner. Police often attend to ensure vehicles are roadworthy.

Entry to the formal

- Entry to the Formal is only by a pre purchased formal ticket. A photograph ID must be produced on entry and available on demand throughout the night.
- Students behaving in a erratic manner or under the influence of alcohol will not be admitted and forfeit the cost of their ticket.
- Excessively revealing or inappropriate attired may result in a student being asked to change.
- All students are allocated to a table and must sit there for the formal parts of the evening.

Accompanying guests of Canberra College students

- All accompanying guests are the responsibility of the Canberra College student.

- All guests are expected to behave in accordance with the entry requirements of the Canberra College student.

Behavior requirements:

- This is an alcohol and illegal substance free event. Alcohol is not permitted on the premises and it will be confiscated if found.
- Inappropriate behaviour or non-compliance by either the student or guest on the night will result in both student and guest being asked to leave the venue.
- All attendees are expected to remain at the venue until the official conclusion of the event unless prior arrangements have been made with the organisers.

After Formal Parties

- After formal parties are the responsibility of students and their families. Canberra College does not endorse such events and as such should not be referenced in any invitations.
- Teachers are not permitted to attend private parties after the formal.
- Canberra College encourages families to ensure appropriate safe guards are in place, including the notification of venues of such parties.

The Canberra College acknowledges that many students and their guests will have already turned 18 years of age and as such are eligible to additional rites of passage. In order for the Formal to occur, sufficient staff must attend. These staff are then bound by the Duty of Care legislation. Staff willingly give up their time to coordinate and attend ensuring a safe and enjoyable celebration of secondary education.

The School Board has made provisions to ensure all students are able to afford to attend the Formal. Please contact the Principal for this confidential support.