Laurelhill Community College

Year 12

Formal Policy

September 2024

May 2024

1. Introduction

The Formal is an annual tradition in Laurelhill Community College which has been taking place for many years. It is a memorable way for Year 12 pupils and staff to celebrate their time in the college and to mark the beginning of their transition to pastures new. As our students are only 16, the organising and supervision of the event is very much dependant on the time, effort and goodwill of our staff. As such, expectations of exemplary behaviour throughout the year and on the night are at a high.

2. Attendance

2.1 Attending the formal is a privilege, not a right. While it is hoped that all Year 12 students will attend, a stringent set of criteria must be met. These are detailed below-

- Attendance must be a minimum of 92.5%. Pupils with attendance below 92.5% will only be considered on the receipt of medical documentation from a health professional which accurately explains the absence.
- All schoolwork should be up to date
- Any pupil who has been suspended in Year 12 will not be permitted to attend.
- Pupils must collect tickets in person on the allocated day.
- Pupils are reminded that all appointments must not be made during the school day of the formal.
- Only official hospital appointments (with documentation) will be accepted as a reason to be absent or leave earlier than the designated time on the day of the formal.
- Any pupil achieving 100% attendance will have their ticket costs sponsored/subsidised by the school.

2.2. Pupils will be told no later than 6 weeks prior to the event if they are being withdrawn from the guest list for any of the above reasons. The only exception is refusal based on suspension – if a pupil is suspended for any reason, up to and including the day of the formal, permission to attend will still be withdrawn.

3. Behaviour and Expectations

3.1. It is taken as given that pupils will behave exceptionally well during the event. Anyone who is not adhering to the high standards of Laurelhill Community College will be asked to leave the premises and parents will be contacted to collect them.

3.2. The legal age for consuming alcohol is 18. Students should not be drinking alcohol prior to arrival nor at the venue itself. Any pupil caught or suspected of drinking alcohol, carrying, taking or supplying illegal substances or being involved in activity deemed dangerous will be immediately asked to leave the venue. Parents will be informed and the PSNI may be contacted.

3.3 A parent or responsible adult must be available to take their child home on the night of the formal if required to do so.

4. Transport

All pupils must travel to and from the formal in the transport arranged by college

5. Behaviour Points

Any students who accumulate 40 behaviour points or more on SIMS, will not be permitted to attend the formal