

Port Moody Secondary Commencement Instructions Orpheum Theatre June 21, 2014

Graduates:

1. Dress nicely but comfortably. Gentlemen wear shirt, tie and dress pants. Ladies wear a dress, skirt or slacks.
2. Wear nice shoes that are easy to walk in. (Stage stairs can be treacherous)
3. Take your cap and gown out of the plastic at home and leave the plastic and hangar at home.
4. Arrive 1 hour before start time (**10:00 am**) at the Granville street entrance wearing your grad gown & cap. Graduating students do not need a ticket.
5. When instructed to do so, arrange yourselves in reader card order.
6. Follow the marshals' instructions.
7. At 11:00 am, you will be led into the seating area by the marshal and a retiring teacher.
8. Speeches will follow.
9. Grad class will be marched across the stage. Before crossing you must give your card to the reader table.
10. **Once you have crossed the stage, you must stay seated until led out by the valedictorian**
11. Valedictorian joins the line at the appropriate place to cross.
12. Governor General Medal is presented.
13. Valedictorian speaks.
14. Upon valedictorian's lead, caps are tossed in the air.
15. Piper and valedictorian lead the class out.
16. Keep moving forward to get the whole group out. Gowns and stoles **MUST** be returned to the boxes before leaving. You keep the cap.

Parents & Family Members:

17. Parents and family members can enter the building on Smythe Street at 10:00 am and doors to the seating area open at 10:15 am.
18. Parents must enter from the Smythe Street entrance. They require a ticket. Extra tickets will be available at the door for \$8 per ticket.
19. Pictures can be taken by family at anytime during the ceremony as long as the person taking the picture does not block the student route or the official school photographer.

20. Families are expected to stay for the entire ceremonies and must not leave until all the grads are out of the theatre.

21. Families can wait for Grads in the lobby area. Grads can meet with them after they have returned their cap and gowns.

Important information for Grads performing with the band and choir at commencement

Band and Choir grads, you will take the bus down to the Orpheum from the school @ and PMSS Volunteers will give you your reader cards on stage. From 10:30-10:50, band members will play with the band then go out to the marshalling area to line up with the grads at 10:50 am. Choir members will warm up from 10:00 -10:30 then go out and line up with the grads. When students are paraded and sitting in their seat, they will be directed by a PMSS Volunteer when to stand and to quietly go up on stage and resume their position in the band and choir. After O Canada there are speeches and the band and choir plays again. When all band members leave the stage, grad choir and band members take their seat back in the theatre. **Grad band members leave their instruments on stage. After the ceremonies have ended and you have turned in your cap and gowns, you will pick up your instruments. YOU WILL NEED TO GO HOME WITH YOUR PARENTS.**