Dear Bethel High School Families,

Canceling the traditional graduation ceremony was a very difficult decision that was made with the health and safety of our students, staff, families, and community in mind. While recognizing the Class of 2020, we will follow the State Health Department’s Guidance for “Graduation Ceremonies during Covid-19 Pandemic.” As such, during the “Drive to Success” portion of our graduation ceremony, we ask that each graduate and their families follow the guidelines below.

**Key Event Details**

- Only students and their immediate family members who are staying at home together, and who are not sick, may arrive in the same vehicle.
- **No more than 10 people** may be in a single vehicle.
- All persons attending the ceremony must drive up in an **enclosed vehicle** and remain in that same vehicle during the entire ceremony.
- **Only** the graduate may get out of their vehicle to cross the stage and have their picture taken.
- Each student and their family should arrive at Bethel High School during the assigned window of time (see the time assignments on the following page).
- Students must maintain **at least a 6 feet distance** from others.
- Students must wear a face mask while outside their vehicle.
  - The face mask may be removed for the picture.
Please arrive during the window of time assigned to your last name. Each time slot is broken into 30 minute segments.

### Arrival Time Assignments

<table>
<thead>
<tr>
<th>TIME</th>
<th>NAME RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 - 2:30</td>
<td>Aaron - Brown</td>
</tr>
<tr>
<td>2:30 - 3:00</td>
<td>Buckingham - Etienne</td>
</tr>
<tr>
<td>3:00 - 3:30</td>
<td>Evanger - Horak</td>
</tr>
<tr>
<td>3:30 - 4:00</td>
<td>Howard - Luchin</td>
</tr>
<tr>
<td>4:00 - 4:30</td>
<td>Luna - O'Quin</td>
</tr>
<tr>
<td>4:30 - 5:00</td>
<td>Oliveira - Saldavia</td>
</tr>
<tr>
<td>5:00 - 5:30</td>
<td>Salinas - Thompson</td>
</tr>
<tr>
<td>5:30 - 6:00</td>
<td>Thornton - Ziegbe</td>
</tr>
</tbody>
</table>

Please follow these step-by-step procedures to ensure a safe and efficient experience for each graduate and their guests:

**Arrival**
We ask that each family enter the BHS parking lot through the entrance off of 38th street. When you arrive at the entrance, a staff member will greet you and ask for your name. This information will be relayed to our check-in station to help expedite the retrieval of your student’s diploma and other graduation materials.

**Route to Check-In**
After giving your name to the arrival attendee, please follow the path detailed in the map below. This will allow us to keep cars off the main streets and the traffic flowing.
Check-In
When you arrive at check-in, your graduation materials will be ready for you in a large envelope. This will include your diploma, honor cords (for 3.5 and above), and any other awards you may have received. After receiving your materials, you will be assigned a lane and directed towards a stage.

The Stage and Photos
After getting in your assigned lane, when you make it to the stage, you will need to put your car in park while your student exits the vehicle and approaches the stage. As they cross the stage, your student will pick up their diploma cover, cross the stage, pose for their photo with our provided photographer, and exit the stage. Your student will then return to the vehicle. For safety and timing issues, we ask that guests remain in the car as your student walks across the stage.

Exiting
After your student has gotten back in the car, you will proceed to the exit onto 38th Street.

Additional Safety Considerations
• High-risk populations should stay home.
• People who have COVID-19, or who are in close contact with someone who has COVID-19, must remain at home in isolation or quarantine.
• People must stay home if they feel sick.
• Each vehicle may contain only members from a single household who are not sick (no co-mingling of families or friends within a vehicle).
• There may be no person-to-person contact during any ceremony. Individuals may not hand students diplomas, or any other items (except at check-in when students are handed their envelope of materials), or shake graduates’ hands.

Regards,

Principal Rodriguez