

Dear JICHS student and parent,

This letter pertains to your request to bring a non-JICHS guest to the **March 28th, 2020 JICHS Prom** at Charleston Gaillard Grand Ballroom. We are happy that your guest will be joining us. In order to allow your non-JICHS guest to attend, we have to follow certain safety and security guidelines to ensure that all attendees have a pleasant experience.

Non-JICHS 2020 Prom guests may include:

SC home-school students	SC HS students attending another SC public or private HS	Former JICHS alumni	Post-HS guests in military, employed, or in college	HS guests from other states	Guests that might be in other categories... see sponsors for more info
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Non-JICHS 2020 Prom guests requirements:

Is 14-20 years old (14 and in HS)	Completes JICHS Prom permission form to attend as guest	Provides copy of valid SC, military, or other official state driver's license	Agrees to abide by all SC, CCSD & JICHS laws & policies while attending	Is appropriately dressed, behaved, mannered while attending	Agrees to abide by rules of on-site JICHS staff & chaperones while attending
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- Guest tickets can not be purchased until the guest has been approved. JICHS student and guest will be emailed upon approval.
- Guests under the age of 14 or over the age of 20 as of **March 28, 2020**, will not be permitted to attend. Parents will not be permitted to attend without consultation and permission of 2020 JICHS Prom Sponsor.
- Out-of-state guests must be in HS, college or the military, must provide official and valid state Driver's License ID, and must provide appropriate supervisor reference (on back), to attend the 2020 JICHS Prom.
- JICHS students are responsible and liable for the behavior of their guests. JICHS students and guests are also expected to abide by **SC, CCSD, and JICHS laws and policies** before and after the Prom. Please make wise and safe choices while having fun. (See page 3)
- All 2020 Prom guests (JICHS and non) are expected to have a valid JICHS or state Driver's License with them in order to attend.

The Non-JICHS Guest Permission Form is on the back of this letter. Non-JICHS guests must:

- [1] Complete the form with appropriate signatures, emails, and phone numbers included,
- [2] Attach paper copy of valid SC, military, or other official state driver's license, and
- [3] Return all to Ms. Quinn (see below) by **Wednesday, February 26, 2020** by mail, email or fax.

We look forward to having an amazing 2020 JICHS Prom, and we are delighted to have you and your guests join us there. Please complete the form on the next page and return with copy of proper ID by deadline.

Sincerely,

Andrea Quinn

Prom Sponsor

Planning, Fees, Permission Forms and everything else

Andrea_quinn@charleston.k12.sc.us

JICHS Prom 2020 - Non-JICHS Guest Permission Form

Dear non-JICHS Prom 2020 Guest,

We are pleased to have you attend our 2020 JICHS Prom this year as a guest of a JICHS student. Please complete this form and return (hardcopy/email PDF/mail/fax) by/before **Wednesday, February 26th, 2020**. No exceptions.

[1] Legal name of JICHS Student (:	[2] Legal name of non-JICHS Guest:
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MY STATUS: [3] Choose **ONE** category box below & fill out information:

<input type="checkbox"/> I am a SC home-schooled HS student. <input type="checkbox"/> My valid official state DL copy is attached _____ DL # & State of Residence _____ Date of Birth _____ Parents'/Guardians' Name(s) _____ Parents'/Guardians' Phone(s) <input type="checkbox"/> I have had an appropriate supervisor complete the confirmation box below.	<input type="checkbox"/> I am a student attending another SC public/private HS. <input type="checkbox"/> My valid official state DL copy is attached Name of HS, city: _____ (circle) PUBLIC or PRIVATE Printed name/phone # of confirming administrator/supervisor: _____ <input type="checkbox"/> I have had an appropriate supervisor complete the confirmation box below.
<input type="checkbox"/> I am post-HS, and I am: (circle) full-time employed in military in college other Where?: _____ <input type="checkbox"/> my valid official state DL/military ID copy is attached <input type="checkbox"/> I am a JICHS alum... if yes, Class of: _____ <input type="checkbox"/> I have had an appropriate supervisor complete the confirmation box below	<input type="checkbox"/> I am a HS student at a public or private HS in another state: <input type="checkbox"/> my valid official state DL copy is attached Name of HS, city & state: _____ (circle) PUBLIC or PRIVATE Name/phone of confirming administrator/supervisor: _____ <input type="checkbox"/> I have had an appropriate supervisor complete the confirmation box below

GUEST'S APPROPRIATE ADMINISTRATOR/SUPERVISOR: [4] Complete the confirmation box below:

I confirm that (name of **non-JICHS guest**) _____ is a student/employee in good standing at our HS, college, or place of employment. The individual has no outstanding disciplinary or legal issues, and there are no other factors that might bar them from attending our James Island Charter High School 2020 Prom on **Saturday, March 28th, 2020**.

Supervisor name **printed:** _____ **title:** _____ **date:** _____

Supervisor **signature:** _____ **email & phone:** _____

FYI: JICHS Prom sponsors call or email supervisors to double-check guests. If we cannot contact the supervisor or if the form is incomplete, you can't attend our prom. We throw an **amazing** prom and would love for you to join us. Please turn in forms and ID pictures on time.

NON-JICHS GUEST SIGNATURE AND EMAIL: [5] Confirm & Sign this statement below:

I agree to abide by all SC, CCSD, JICHS laws and policies, and the rules of on-site JICHS staff and chaperones while attending the James Island Charter High School 2020 Prom on **Saturday, March 28th, 2020**.

Non-JICHS Prom guest **signature:** _____ **date:** _____

Non-JICHS Prom guest **email:** _____ **phone #:** _____

2020 JICHS Prom – **March 28, 2020** – Gaillard Grand Ballroom, Charleston Gaillard Center – from **6:30-10:30 PM**
 Fax: 843-762-5228 Mail: JICHS (attn.: Andrea Quinn), 1000 Fort Johnson Rd., Charleston, SC 29412
 Have questions? Want to email your form & ID to Mrs. Quinn? Go for it: andrea_quinn@charleston.k12.sc.us

JICHS Prom 2020 - Non-JICHS Guest Permission Form

Junior And Senior Prom Rules For James Island Charter High

1. All guests must have a valid picture ID with them to verify eligibility to attend a dance. NOTE: Guests coming to the dance who are not enrolled at JICHS must be under the age of 21 but at least in the ninth grade to be eligible to attend the dance.
2. Any person currently suspended or expelled from Charleston County School District or any other school district may not attend a dance.
3. Students and guests agree to being subjected to a passive alcohol detector upon entry. Once you leave/exit the dance, you may not return. No loitering is permitted in the parking lot.
4. Students and guests agree to being re-tested with a passive alcohol detector based on reasonable suspicion of alcohol usage anytime during the event.
5. For safety reasons, dancers need to avoid excess crowding together in the center of the dance floor. No body surfing allowed.
6. Proper Prom attire is required for attendance. For health and safety reasons, footwear, and shirts are to be kept on at all times.
7. Please do not leave valuables unattended. The school assumes no responsibility for loss or theft of items.
8. Students need to remember that the Charleston County School District and JICHS Code of Conduct applies to all participants at any school function, including dances. Failure to comply with the rules may result in potential loss of after-school activities and events or other disciplinary actions, i.e. marching at Graduation ceremony, athletic events, etc.
9. Only students of JICHS in a current Junior or Senior advisory may purchase tickets for entry, one for self and one for a guest (see above stipulations on guests). The guest must accompany the student at the event.