

Bishop Montgomery High School

Prom Bid Contract & Guidelines

May 3, 2019

Dear Parent & Student,

Please review all of the information in this contract. The completed and signed bid contract is required by all students in order to purchase a Prom bid.

EVENT DETAILS

DATE Friday, May 3, 2019

EVENING SCHEDULE

7:30pm Doors open and photos begin. Pictures taken by Lifetouch Photography.
8:00pm Doors close. *Please refer to the BMHS Handbook under "Late Arrivals" for details on students arriving after the doors close.*
11:00pm Dance concludes.

LOCATION The Millennium Biltmore Hotel
506 South Grand Avenue
Los Angeles, CA
(213) 624-1011 *For use for emergencies only.*

FOOD/BEVERAGES Dinner and dessert will be served.

PARKING Valet Parking is required for students driving, and is included in the bid price.

BID PRICE **\$160 per couple or \$80 per individual**

Bid may be purchased at the Student Store during Student Store hours. All checks should be made payable to BMHS.

BID SALE DATES **Bids will be on sale ONLY from Monday, March 25th through the end of lunch on Monday, April 15th.**

These are the only dates that students may purchase a bid. No exceptions. Students are encouraged to buy their bids early.

SIGNATURES **Signature Clearance from the deans is from Monday, March 25th – Thursday, April 11th.**

Students must bring their completed bid contract with appropriate signatures to the student store in order to purchase a bid. Students must present a current BMHS ID and their date's ID, upon requesting signature from the deans and to purchase their bid. (If a student's date does not attend BMHS, a copy of their ID will be accepted. Please note that IDs from another school must state the student's grade level or the BMHS student must present an official document from his/her date's school stating his/her date's grade level). Non-BMHS high school students must have a discipline clearance which includes the school seal.

The BMHS deans reserve the right to deny permission for a student or guest to attend the Prom.

1. **Prom Attendance & Date Guidelines:** *BMHS Student Handbook page 11*, The prom is a bid dance “which requires presale tickets. There are no refunds or exchanges for bid dances. Bid Dance dates must be of the opposite sex and all dates must accept our school dress code, and abide by the same rules of behavior that govern our students. Bishop Montgomery students are accountable for the behavior of their dates. Freshmen are not allowed to attend the Prom dance. Bishop Montgomery students may purchase single bids for bid dances. Dance dates cannot be over the age of 20 verified by a passport or driver’s license...”

Individuals who have previously been asked to withdraw from Bishop Montgomery are not permitted to attend prom. No student may “substitute” a date for one whose name appears on the original bid contract unless specific permission has been given by the Dean’s and Activities Offices. In the event of extenuating circumstances, a new bid contract must be completed and signed by the Dean’s Office before the student will be admitted into the dance. No transferring of bids will be permitted.

2. **School Attendance:** Friday, May 3 is *Senior Ditch Day* and seniors are not required to attend school on this day. However, any juniors or sophomores who are attending the prom are required to attend school that day in order to attend Prom. Please review the guidelines outlined in the *BMHS Handbook, page 13*, “A student may attend or participate in an extracurricular activity, an athletic practice/event or a retreat only when the student has attended 4 periods of school on the same day or the day before if the event falls on a holiday or weekend. The deans alone can authorize exceptions.”
3. **Late Arrivals:** *BMHS Handbook page 11*, “Doors to the dances are closed one half hour after the published starting time unless indicated otherwise. Students arriving after the doors close will be admitted only after a school official has made contact with a parent or legal guardian.”
4. **IDs:** BMHS students without ID cards will be refused admittance to the dance and their parents will be contacted. All non-Bishop Montgomery dates must present a current school picture ID card or driver’s license for admittance.

BMHS students must present their current BMHS School ID and their date’s ID on the following occasions:

1) Signatures from the deans; 2) Purchasing a bid at the student store, and 3) Entering the Prom.

A copy of the date’s ID card is acceptable to get signatures from the deans and to purchase bid at the bookstore. **However, the date MUST have their actual ID with them to enter the Prom.**

BMHS students in need of a replacement ID must request one through the Activities Office. The fee for a replacement ID is \$20 and you should allow one week for processing. It is the student’s responsibility to consider this time factor in order to get all necessary signatures and to purchase their bid.

5. **Zero Tolerance Policy:** *BMHS Handbook page 14*, “BMHS has a zero tolerance policy. Any use, possession or association with alcohol, a controlled substance or paraphernalia before, during or after school or a school related function is a violation of the Zero Tolerance Policy. Students violating the BMHS Zero Tolerance Policy will be subject to severe disciplinary action.”
6. **Inappropriate Dancing:** *BMHS Handbook page 11*, “Students engaged in sexually provocative dance styles will be asked to stop. If they persist, they will be banned from future dances.”
7. **Rental of Hotel Rooms or Other Facilities:** *BMHS Handbook page 22*, “The school does not permit the renting of hotel rooms or other facilities for students’ use for activities before or after Bishop Montgomery dances, athletic events, or school-related activities. The school does not assume responsibility or liability for damages, loss of property, or injury caused when students or their parents incur such rental agreements.”
10. **DMV & Restricted Licenses:** In accordance with the new DMV regulations regarding restricted licenses, BMHS will provide a letter to the student providing the details of prom – date, location, beginning and ending time. The letter will only grant permission for the student to drive himself or herself from prom to the his or her home. PLEASE NOTE that it is the student’s responsibility to pick-up the note at the end of prom. BMHS will not assume any liability for those students who forget to do so.
11. **Prom Dress Attire:** Please see the following page outlining the details on the dress code for prom. Please do not assume any liberties with these guidelines.



Dress Code for Prom 2019

Prom is considered a formal event. Attendees must be in formal attire, and adhere to the following dress code for Prom. Please do not assume any liberties with these guidelines when you, or an invited guest, purchase dress attire for the event. All BMHS and non-BMHS guests are required to conform to these guidelines. Anyone not adhering to the guidelines **WILL NOT** be permitted to enter the dance, and will be sent home. If you are asked to leave Prom, the bid money will not be refunded and may result in disciplinary action from the Deans. BMHS reserves the right to refuse admittance to any person not properly attired.

Gentlemen-

Required to wear tuxes or suits.

Ties are required unless dress shirts with a mandarin collar are worn.

Dress shoes are required.

MAY NOT WEAR earrings, sunglasses, hats, gloves, nor may they carry canes.

Ladies-

May wear two pairs of earrings, but may not wear sunglasses.

The length of the dress should be in accordance with the stated uniform dress code guidelines for skirts and shorts, as stated on page 33 of the BMHS Student Handbook. The dress must be solid material throughout. Fitted dresses may not be excessively tight. Dresses should be comfortable for dancing and sitting. Neither backless nor strapless dresses are permitted. The back of the dress may not fall below mid-back. Dresses may not show a bare midriff or contain cutouts, which expose the torso (front or back). Ladies are reminded that the display of excessive cleavage is inappropriate and unbecoming. A formal women's dress-suit or women's tuxedo may be worn. Dress shoes are required.

Just a reminder that the hotel requires that shoes remain on at all times while on the premises. Students' attire should be appropriate, modest, and in good taste. Freshmen, as well as guests over the age of twenty (20) are not allowed to attend Prom.

Please sign and return the bottom of this form to Ms. Behen by Thursday, April 11, 2019.

We, the undersigned, have read and understand the Dress Code for Prom 2019. Our signature indicates that we fully understand the guidelines.

Student Name Printed

Student Signature

Parent Name Printed

Parent Signature

Bishop Montgomery High School
Prom Contract Acknowledgement
May 3, 2019

BMHS STUDENT SECTION

I have read the attached statement of behavior regulations and understand the rules and consequences outlined. I agree to this contract in its entirety.

BMHS STUDENT NAME PRINTED *BMHS STUDENT SIGNATURE* *GRADE* *DATE*

PARENT INFORMATION

On the evening of this event, between the hours of 7:00pm and 10:00pm, I may be reached at

(_____) _____
PHONE NUMBER

PARENT/GUARDIAN NAME PRINTED *PARENT/GUARDIAN SIGNATURE* *RELATIONSHIP TO STUDENT* *DATE*

BMHS STUDENT DATE SECTION (*Only if date is a BMHS student.*)

I have read the attached statement of behavior regulations and understand the rules and consequences outlined. I agree to this contract in its entirety.

STUDENT'S NAME PRINTED *STUDENT'S SIGNATURE* *GRADE* *DATE*

PARENT INFORMATION

On the evening of this event, between the hours of 7:30pm and 11:00pm, I may be reached at

(_____) _____
PHONE NUMBER

PARENT/GUARDIAN NAME PRINTED *PARENT/GUARDIAN SIGNATURE* *RELATIONSHIP TO STUDENT* *DATE*

CONDITIONS OF APPROVAL

When requesting the deans' signature, the BMHS student needs to present their BMHS ID as well as their date's (or a copy of their date's ID).

Girl's ID _____ Boy's ID _____

Both deans' signatures are required from all BMHS students prior to big purchase.

Mr. Flores, Dean of Men

Ms. Behen, Dean of Women

NON-BMHS DATE SECTION (Complete this section if the date is **NOT** a BMHS student.)

As a guest of Bishop Montgomery High School, I understand that I am under the jurisdiction of the school. I agree to follow all BMHS school rules and listen to and abide by all instructions given at this dance by authorized personnel. If I fail to do so, I agree that I may be asked to leave the dance and forfeit any funds paid. In addition, my actions may result in additional consequences for myself as well as my sponsoring BMHS student date

I also agree to refrain from the use of alcohol and other drugs, before and during the Prom. I promise to refuse to drive under the influence of alcohol or drugs, or ride with any driver I suspect is under said influence. I understand that decisions I make now, and at that time, can influence my life, and the lives of others forever. My actions will reflect my desire to participate in the BMHS Prom in a safe and sober manner.

I have read the attached statement of behavior regulations and understand the rules and consequences outlined. I agree to this contract in its entirety.

DATE'S NAME PRINTED DATE'S SIGNATURE SCHOOL ATTENDING DATE

PARENT INFORMATION

On the evening of this event, between the hours of 7:30pm and 11:00pm, I may be reached at

(_____)
PHONE NUMBER

PARENT/GUARDIAN NAME PRINTED PARENT/GUARDIAN SIGNATURE RELATIONSHIP TO STUDENT DATE

DISCIPLINE CLEARANCE SECTION

CONDITIONS OF APPROVAL

Non-BMHS high school student must have a discipline clearance from their current high school. This is verification from a dean or administrator at the non-BMHS student's school that said student/guest is in good standing, with no major disciplinary problems, and that the student is not habitually truant.

PLEASE STAMP YOUR SCHOOL SEAL BELOW YOUR SIGNATURE.

If additional information is needed regard the above student, I (dean or administrator) may be reached at

(_____)
PHONE NUMBER during school hours.

DEAN/ADMINISTRATOR NAME PRINTED DEAN/ADMINISTRATOR SIGNATURE POSITION/TITLE DATE