



May 29, 2020

Dear Ellington Family -

Graduation is a special time for seniors, their loved ones and friends. During these uncertain times, it is comforting to know that *The Ellington Family* will come together to honor our traditions - **EHS Graduation 2020** - in a healthy and safe manner.

As next Friday, June 5th, approaches there are many important logistics to communicate to attendees. These complex logistics are vital to ensure a healthy and safe environment. They are grounded in current best practices to prevent the spread of COVID-19 and to ensure that all attendees, including working EPS staff, feel comfortable and safe.

We acknowledge the support of the local health officials, law enforcement and emergency services from both the Towns of Mansfield and Ellington.

Today's letter will highlight a few logistics intended to guide our graduates' families as they plan for next Friday's graduation. Additional details will follow early next week.

- This is an Ellington Public Schools event with all Board of Education policies applicable.
- Drugs, alcohol, and smoking are strictly prohibited.
- Standard passenger vehicles, SUVs, and pickup trucks are allowed.
- Due to their size, trailers, RVs/campers, party vans, limousines, or commercial vehicles cannot be accommodated at the Mansfield Drive-In and are not allowed.
- Vehicle operators are reminded that transporting individuals in the back of pickup trucks is dangerous and is a motor vehicle violation.
- Walk-in attendees will not be allowed.
- Graduate vehicles may be decorated with signs not to extend beyond the top of the automobile so that all families may enjoy the ceremony without having their view of the ceremony impaired.
- Each graduate will be afforded one vehicle through a parking permit to be collected on Monday when they pick up their cap and gown.
- Graduate cars will park in designated spots - according to alphabetical order - as identified by the graduate's pictured and named yard sign. All graduate cars will be distanced approximately 6 - 10 feet apart and must park facing forward (backing into a parking spot is not allowed).
- For families with unique circumstances (dual households, etc.), a second car permit will be allowed.
 - Please note that we have only 50 parking spots for second cars.

- Due to the layout of the venue and logistics of the ceremony, all “second car” permits (as approved by the administration) will be for a lot that is separate from the main lot (the second car will not be able to park next to or in the same lot as the graduate car). Unfortunately, this second car lot is slightly further away / has a more distant view of the ceremony.
- We apologize for any inconvenience, but this arrangement is unavoidable.
- Please contact Karen Rusich (krusich@ellingtonschools.net) by Monday, June 1st at 4 P.M. with your request for a second car permit. First come, first served.
- Please note that the entire event will be live streamed from two camera angles for those friends and family who cannot attend.
- All attendees are to REMAIN IN THEIR VEHICLE for the duration of the ceremony unless a graduate is required to exit the vehicle as part of the event.
- Portable restrooms will be available for emergency use.
- Masks are to be worn when using the restroom facilities or whenever exiting the vehicle for an approved reason.

The ceremony will start at 4:30 P.M. and last for approximately ninety (90) minutes. This includes live speeches, pre-recorded musical performances and a one hundred and eighty-eight (188) graduate car procession with diploma photo (*graduates' masks to be temporarily removed*). More details to follow.

Gates will open for cars transporting the graduates ONLY at 3:30 P.M. All graduate cars must have their parking permit to enter. Gates will open for second cars - with approved parking permits - at 4:00 P.M.

This will be a great and memorable event for all involved. Please understand that your adherence to the health and safety logistics is paramount: It is especially important that all attendees remain in their vehicle at all times.

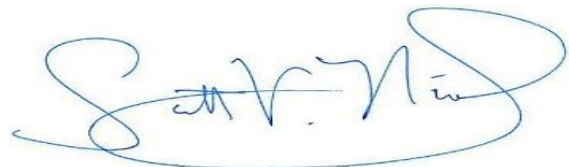
Again, we thank local health officials, law enforcement, and emergency services from the Towns of Mansfield and Ellington for their support.

Graduates will be receiving a packet with more details next week.

We have confidence and trust in *The Ellington Family*.



Mr. John Guidry, EHS Principal
Schools



Dr. Scott V. Nicol, Superintendent of