September 23, 2019

Dear Graduate,

**Congratulations!** The Winston Churchill C.I. Commencement Exercises will take place on **Friday, November 1 at 6:30 p.m.** in the auditorium. **Please arrive at the school no later than 5:45 p.m.**

The staff and I are looking forward to recognizing your accomplishments and sharing memories of your years at Churchill. Please convey to your parents, relatives and close friends our invitation to this celebration!

As graduates are recognized, they will be called upon to receive their diploma and return to the audience as members of the 2019 Graduating Class. **All graduates are expected to remain for the entire ceremony, approximately 90 minutes in length**. After the ceremony, refreshments will be served in the Upper Gymnasium to you, your parents, and guests.

Please RSVP at <https://forms.gle/6YD3yX8a3hRSt7Tw5>

You will be assigned a special seat in the auditorium. **When you arrive at the school at 5:45 p.m.,** please proceed directly to the appropriate room for instructions. We suggest you leave your coats and personal belongings to family members.

Students will report to the following rooms according to your **last name** for marshalling:

 A - C Room A105

 D - J Room A107

 K - M Room A109

 N-Sa Room A111

 Se -Z Room A113

***\*Please note the spelling of your name at the top of this letter. If your name is not spelt correctly please provide the correct spelling when you RSVP.***

Sincerely,



N. Aloise

Principal