Senior Students & Parents,

We hope you and your families are safe and healthy. This letter includes important information regarding pick up for Class of 2020 Cap and Gowns. This information does not include a formal graduation ceremony plan but is provided to clarify the process to ensure that it is safe and efficient as possible. As we obtain more information regarding the status of the graduation ceremony, we will email you that information. We reiterate our desire to celebrate our Seniors in a dignified manner, one that gives highest honor to their efforts and accomplishments, when the time is appropriate and permissible.

**FPHS Class of 2020 Cap and Gown Curbside Pick Up**

**DATE:** Wednesday, May 6th, & Thursday, May 7th
**TIME:** By Last names: (A-L) 10:00-12:30 (M-Z) 12:30-3:00
**LOCATION:** Bus Parking Lot – Curb by Door 23

*Note – Food distribution will be going on at the main entrance. You will need to stay in the right-hand lane when entering campus and drive towards the bus loop. See the diagram on the next page.

For the safety of all involved and to keep this event as efficient as possible, please follow the steps below!

- Please write your student’s name and student ID on a piece of paper. Make the print large enough that it can be seen from 6 feet away.
- Drive to pick up area. Please wait in a line along the bus loop curb.
- We ask that you come to us separately and remain in your vehicle.
- Stay in your vehicle, leave your window up, hold up the paper with your student’s name and ID # on it for our delivery team.
- Jostens will hand the products to passenger side, trunk, or back seat.
- You are to leave campus after pickup.

**Reminders**

- All products must be paid in full prior to pick up. If you have a balance, please call 1-800-Jostens (567-8367) 8:30-5:00. No payments will be collected at delivery.
- Contact Jostens at 1-800-JOSTENS with any questions or sizing issues.

**Other Graduation Attire (Honor cords & Medals):**
The sudden closure of schools did not allow all Clubs/Societies to order their respective honor cords or medals. We have received guidance regarding this situation, and **we will be waiting to distribute all additional Graduation Attire at a later date.** We will communicate this date in the near future.

**Graduation Announcements**
Jostens completed home delivery of graduation announcements during the week of 4/13/2020.

Please see the diagram on the following page.
Best Regards,

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