

## Registration & General Information

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### Where

Joe's Live @ Parkway Bank Park  
5441 Park Place  
Rosemont, IL 60018  
(847)261-0392

### When

Saturday, May 11<sup>th</sup>, 2019  
7:00 pm until 10:30 pm

- Prom is an official school event— **a school ID is required** to enter.
- Every student will be checked against the Fees and Fines list prior to each ticket sale. No Prom ticket(s) will be sold to anyone who has school fees and/or fines of any kind.
- Students who are on Social Probation will not be allowed to attend.
- All Board of Education policies, rules, and regulations will be strictly enforced at Prom. Please refer to the Student Handbook for details.
- The use of alcohol, drugs, tobacco, and/or other controlled-dangerous substances before, during, or after the Prom is strictly prohibited by state law as well as school policy and procedure.
- NON-NILES WEST students attending Prom must follow the same guidelines expected of Niles West students.

### Transportation

- Coach buses will be provided by the school and is at no cost to the students.
- **It is mandatory for all students to take the coach buses to and from Prom.**
- Students will check-in at school before loading the bus. The check-in will occur in the Auditorium lobby. Students should arrive to school between 5:30 and 6:30 pm. The last bus will leave school at 6:30 pm.
- If any student has scheduling conflicts due to other school-related activities and cannot get to school before 6:30 pm, it must be cleared **PRIOR TO PROM** by the deans for that student to arrive late

### Coat Check

There will be a coat check when you arrive at Prom. If you have any bag (besides a purse), it must be checked. No bags will be allowed in the room.

### Dinner

- An assortment of passed appetizers will be served starting at 7pm.
- Dinner will be served at 7:45 pm sharp.
- A family style salad will be available at each table.
- Dinner will be served from three dinner buffets. There will be chicken, beef and vegetarian entrée options along with several sides. There will be signage for all of the food options. If you have a dietary restriction, please inform the server.

### Seating arrangements

There is a maximum of 10 people seated at each table. **Tickets must be purchased together to sit together.** Seats/tables will not be reserved without the entire group's payment. One person may collect all registration sheets and pay for the group.