

GRADUATION 2021

PROCEDURES FOR GRADUATING STUDENTS

Despite the current roadmap stating that all restrictions will be lifted in time for **10th September**, I'm sure you can appreciate that we as a college may still have to make changes to our current plans and that there may be additional health and safety guidelines in place to ensure the safety of you and our staff.

On the day

Please use the main front doors of All Saints' Building on Deansway to access gowning and photography. On arrival you will register with our front of house team and be directed to the gowning and photography areas.

All students and guests will be required to follow any Covid procedures that are in place with both the College and Worcester Cathedral and the latest communication will be sent to students prior to the event.

Gowning and photography services are ordered directly from Ede & Ravenscroft – further information is included in this email and can also be found via our website: howcollege.ac.uk

9am – 11:15am: Gowning (M234, All Saints' building)

Collect gowns from room M234.

Dressing will also be held in this room – please note if restrictions are still in place staff will be unable to help with gowning/dressing.

Gowning **MUST** be completed by 11:15am.

ALL students and guests must please remove their mortar boards and hats once inside the Cathedral.

9:30am – 3:30pm: Photography (The Source, All Saints' building)

Photography will take place before and after the ceremony in The Source, All Saints' Building. Staff will be on hand to take students and guests to the photography area.

Photographs will be taken by Ede & Ravenscroft and must be purchased prior to the ceremony via the Ede & Ravenscroft website (www.edeandravenscroft.com)

9:30am – 11:15am: Registration (Chapter House, Cathedral)

When you are gowned, please make your own way to the Chapter House, inside the Cathedral, to register your attendance at the ceremony.

Registration **MUST** be complete by 11:15am.

After registration please make your way to the Cathedral nave to be seated.

11:30am: Please Be Seated (Cathedral)

You will be seated in alphabetical order with your classmates, and ushers will be available to help you find your seat.

Students and guests- please be seated and remain in your seats by 11:30am.

Seating for guests is not reserved. Guests are requested to sit forward of the podium.

12pm: Ceremony Begins

1:15 – 1:30pm: Ceremony Ends

4pm: Return Gowns (M234, All Saints' building)

Gowns **MUST** be returned to Ede and Ravenscroft staff in room **M234 by 4pm** at the very latest.

HEART OF WORCESTERSHIRE COLLEGE

