

**Langley High School Clubs  
2009-2010**

**GENERAL CLUB INFORMATION**

- Make sure your club has a purpose
- Faculty sponsors must be present at all club meetings and activities
- Clubs **ARE ALLOWED** to do the following:
  - Have discussions
  - Volunteer
  - Fundraise in school (with appropriate approval through the student activities office)
  - Have supply drives (clothing, food, etc.)
  - Watch a video (with appropriate approval from faculty sponsor)
  - Guest speakers must be approved through the Student Activities Office
- Clubs are **NOT ALLOWED** to play sports or have off-campus activities
- **Forms should be turned into the “Clubs” box in the Student Activities office.**
- Email Mrs. Brooks with questions: [Marissa.Brooks@fcps.edu](mailto:Marissa.Brooks@fcps.edu)

**CLUB REQUIREMENTS**

**ALL** clubs (existing and newly proposed) must submit the following information by **Friday, September 25 at 2:30pm.** Forms should be turned into the “Clubs” box in the Student Activities office. *Incomplete forms (i.e. - missing name of faculty sponsor) should not be turned in. If a club’s forms are not complete it will not be permitted to meet or participate in Club Day. Forms may be turned in late, however, they will not be able to participate in Club Day.*

1. Fairfax County Public Schools Registration Application for an Extracurricular Student Activity
  - **Scroll to the last page of the document and complete items 1-7.** Do not worry about getting the signatures. The forms will be submitted for signatures by Mrs. Brooks.
2. Club Contact Information, Club Day Information, and Constitution (See below- please type or write legibly)

**CLUB DAY**

**General Information**

- Club Day is **Friday, October 2 (odd day)**, during all lunches, in the courtyard (weather permitting)
- All forms must be completed by September 25 in order to participate in Club Day. Please type or write legibly; *if I cannot read a student’s name, I cannot excuse them from class in order to participate.*
- **NEW CLUBS:** You may list students to participate in Club Day, BUT you will not have a table until your club is officially approved. This will be done via email. If you do not receive an approval email, you will not have a table at Club Day.
- You are highly encouraged to NOT miss class in order to participate. Clubs should have members work at their booth during their assigned lunch.
- If you are excused from class, you are permitted to leave 2<sup>nd</sup> block (3<sup>rd</sup> period) 5 minutes early (set up in courtyard) and you are excused from 3<sup>rd</sup> block (5<sup>th</sup> period)
- Tables are provided for clubs who register, however, you must arrange for all other materials (i.e.- poster board, sign-up sheets, TV’s, props, candy, music- not too loud, classes will be going on around you)

**I. 2009-2010 Club Contact Information**

Name of club			
Faculty Sponsor			
Primary student contact	Name: Email: Phone:		
Secondary student contact	Name: Email: Phone:		
Meeting day(s)		Meeting room	

**II. Club Day Representatives**

*\*PLEASE try to represent your club during your own lunch. If you are missing class, you are responsible for notifying your teacher and completing class work IN ADVANCE. If I cannot read the names, I cannot excuse the students from class.*

<b>A lunch</b>	<b>B lunch</b>	<b>C lunch</b>	<b>D lunch</b>
1.	1.	1.	1.
2.	2.	2.	2.

**III. Constitution**

*\*You may attach your own paper if necessary. Be sure to type or write legibly.*

Article I:	Purpose of club	
Article II:	Why your club is important to the school or community	
Article III:	Officers titles' and responsibilities	
Article IV:	Explain meeting activities (i.e.- who will run meetings?, what will you do?)	