



*Hogwarts School
of Witchcraft and Wizardry*

*Headmaster: Albus Dumbledore
(Order of Merlin, First Class, Grand Sorc., Chf. Warlock,
Supreme Mugwump, International Confed. of Wizards)*

Dear future Hogwarts student,

*We are pleased to inform you that you have been invited to a **Hogwarts School of Witchcraft and Wizardry Lock-In** at the **St. Charles Parish East Regional Library** in Destrehan.*

*The lock-in begins on **Saturday, July 16 at 7:00 p.m.** and lasts until **July 17 at 7:00 a.m.** Pick up more information and the required permission slip at the front desk of your local library. We await your owl with a signed permission slip by no later than July 15.*

Yours sincerely,

*Minerva McGonagall
Deputy Headmistress*

Hey TEENS!

We are very excited that you are interested in attending the first St. Charles Parish Library Teen Lock-In! Read over the following information with a parent/guardian to get an idea of what is in store.

For the purpose of this event, “teen” is defined as being between **12 and 18 years of age** at the time of lock-in, without exception.

Get ready for a full night of **Harry Potter**! As you may already know, the final film in the series will be out in theaters on Friday, July 15. To celebrate, we will be having an all-night Harry Potter extravaganza on **Saturday, July 16 from 7:00 p.m. to 7:00 a.m.** Please come in your most impressive costume! Throughout the night, you will spend time in both structured and unstructured activities including group games, crafts, Internet activities and a Harry Potter movie marathon, featuring your choice (we will vote) of 4 of the 7 previous movies, all of which are rated PG or PG-13.

Be sure to have dinner before arriving at the library, though we will have popcorn and fun Hogwarts goodies throughout the night followed by a light breakfast. Please bring with you a sleeping bag or blankets, a pillow, comfortable clothes to sleep in, any medication that you need and personal hygiene items.

You must arrive between 7:00 and 7:30 p.m. on Saturday, July 16. At 7:30 p.m., the library’s doors will be locked for the evening. Once admitted, you will not be allowed to leave until pick up between 7:00 and 7:30 a.m. on Sunday, July 17 unless your parent/guardian makes prior arrangements.

There will be at least four St. Charles Parish Library staff members and a St. Charles Parish deputy present through the entire event. The staff to teen ratio will be 7 teens per staff member at most.

Please be aware that all rules that apply for the St. Charles Parish Library apply during the lock-in, including prohibitions against the use of tobacco products, alcoholic beverages and illegal drugs. If you need to take prescription medication, the name and dosage must be listed on the following permission slip. If you break any library rules or do not abide by staff instructions, you will be given one warning. If a second offense is committed, your parent/guardian will be contacted and asked to pick you up.

There are a limited number of spaces available for the lock-in, so please return the following signed permission slip as soon as possible. Your parent/guardian will be contacted prior to the lock-in in order to make sure the information is valid. After that, you’re good to go! Get ready for some fun!

Important Details

Drop off: Saturday, July 16 between 7:00 and 7:30 p.m.

Pick up: Sunday, July 17 between 7:00 and 7:30 a.m.

What to bring:

Sleeping bag or blankets

Pillow

Comfortable clothes to sleep in

Any medicine that you need to take

Personal hygiene items

TO BE FILLED IN BY THE PARTICIPANT

Participant's Name: _____ Age: must be 12 to 18

Address: _____

Phone: _____ Email (not required): _____

By signing below, I agree to abide by all the rules of the library and to abide by staff instructions. I understand that if I do not, my parents will be called and will be required to come pick me up, regardless of time.

Signature of Participant: _____ Date: _____

TO BE FILLED IN BY THE PARENT/GUARDIAN

I, _____, give permission for my child, _____, to attend the St. Charles Parish Library Teen Lock-In on the above date. I understand that this event is supervised by St. Charles Parish Library staff and a St. Charles Parish deputy and that all rules that apply for the St. Charles Parish Library apply during the lock-in.

I hereby relieve St. Charles Parish, the St. Charles Parish Police Department, the St. Charles Parish Library, the leadership thereof and the persons conducting this activity from any liability in connection with my child's participation in this activity.

In the event of a medical or behavioral emergency, I understand that attempts will be made to contact me at the phone number provided below. If I cannot be reached, attempts will be made to contact the secondary emergency contact at the phone number below.

Furthermore, I, _____, and my child, _____, have reviewed and understand the previous information sheet along with this permission slip.

My child will be picked up by _____ name between 7:00 and 7:30 a.m. on Sunday, July 17.

Parent/Guardian's Name: _____ Phone: _____

Emergency Contact's Name: _____ other than listed above Phone: _____

My child has the following allergies/health conditions and/or is on the following medications:

Signature of Parent/Guardian: _____ Date: _____