Top 5 FAQs for Bishop O'Connell High School Reunions

1. Can reunion committees host their reunions on campus?

Yes, reunions can be held on campus. Priority/preference is given to milestone reunion years, 50-year reunions, 25-year reunions, and 10-year reunions; proposals for other uses will be considered and accommodated on a case-by-case basis after the school calendar is finalized, typically in late August. **Note:** Fall Holiday weekends, including Labor Day, Columbus Day, Veterans Day, and Thanksgiving, are subject to blackout dates due to school closures and staffing limitations.

2. How do we reserve event space on campus for a reunion?

To reserve space, you must:
1. Secure a calendar date 60 days before the event with the Alumni Office.
2. Complete a Facility Use Agreement.
3. Provide a $600 facility use fee 60 days before the event. $100 is refundable once you share your updated class list.
4. Submit a plan for alcoholic beverages if applicable (Virginia ABC Banquet License may be required).
5. Ensure vendors provide a Certificate of Insurance or your reunion committee obtains your own through the Catholic Diocese of Arlington Risk Management Office.

3. What support does the Alumni Office provide for reunion organizers?

The Alumni Office can assist with:
- Alumni contact lists.
- Email communications blasts.
- Social media reminders.
- Use of O'Connell spirit wear for giveaways.
- Use of DJO logos and banners.

4. Are there restrictions on alcohol at on-campus alumni events?

Yes, alumni aged 21+ can bring beer and wine (excluding hard liquor) for approved events if no students are present and diocesan requirements are met. Events with alcohol may require a licensed bartender or a Virginia ABC Banquet Permit.

5. Are we able to have a Reunion Mass on campus?

Reunion Class Mass requests for the Immaculate Heart of Mary Chapel on campus are approved by the Alumni Office in coordination with the Campus Ministry. These are subject to priest availability, the campus schedule, and school staffing.