

# YMCA CENTER FOR CIVIC ENGAGEMENT

## DELEGATE CODE OF CONDUCT

The purpose of the YMCA Center for Civic Engagement is to educate its participants on the processes of government at the city, state, national, and international levels, in the hopes of beginning what will be a lifetime of civic engagement for our alumni.

Given such, a code of conduct has been developed to help ensure that every delegate receives the maximum benefits possible as a result of their participation. This code of conduct is applicable to adults as well as student delegates. With that in mind, the following code of conduct has been adopted:

- All individuals participating in the YMCA Center for Civic Engagement Conferences will conduct themselves in a respectable and positive manner and present a good and decent reflection of themselves, their school, and their community.
- All participants share equally the responsibility for their actions when violations of the code are witnessed. Those who decide to be present when a violation occurs, shall, by their choice, be considered a participant in the violation. In this program there are no "innocent by-standers."
- Plagiarism of outside sources will not be allowed for any delegates. If evidence of plagiarism exists, delegates can expect to be disciplined by the YMCA Center for Civic Engagement. Authors of plagiarized documents will be dismissed from the conference.
- Dress code for the conference is business attire. Business attire includes: Suits, dresses, long skirts, blouses or sweaters, blazers, slacks, and appropriate dress shoes.
- Business attire does NOT include: Jeans, skirts shorter than 1 inch above the knee, strapless or spaghetti strap style tops, bare midriffs, bare backs, sandals, flip-flops, athletic shoes, Converse sneakers, or Birkenstocks.
- Possession and or use of alcoholic beverages, drugs (unless prescribed), tobacco products, electronic cigarettes, or pornography by any participant will result in an immediate expulsion from the conference. Any participant who is expelled from the conference will be sent home at his or her own expense. Parents and school administration will be notified of the expulsion as soon as possible, and students should be aware they might also be subject to further disciplinary action by their respective schools with regard to specific school policies. If necessary, the CCE will contact local law enforcement to help handle any situation.
- All delegates are to participate in all scheduled events. This includes the nightly activity.
- No boys allowed in girls' rooms or girls allowed in boys' rooms. Violation of this rule is grounds for expulsion.
- No delegate may leave his or her room after curfew except for an emergency. If you have an emergency you must notify your adult advisor and the YMCA Center for Civic Engagement Executive Director.
- Students are not allowed to leave the conference without written permission from school administration.
- No participant may drive or ride in ANY vehicle during the time they are at a CCE conference this includes bicycles, taxis, Ubers, and friends' vehicles who are not attending the conference.
- Nametags must be worn visibly at all functions.
- No food or drinks shall be permitted in any session.
- Physical, psychological, verbal, nonverbal, written, or cyber bullying is prohibited.
- Social media shall only be used in a positive and encouraging manner. Any participant involved in any way dealing with negative activity toward the CCE program or any participant in the CCE program will be held responsible for the violation and will be disciplined accordingly, up to and including legal action.
- All participants who bring cell phones or other electronic devices to the conference must respect and follow the technology policies of the CCE.
- Drones and any other remote controlled devices are strictly prohibited.

- Noise must be kept to a minimum in all hotel rooms and hallways. YMCA or other conference staff will investigate any complaints waged by other hotel guests.
- ABSOLUTELY no throwing anything over the balconies of the hotel.
- Destruction of personal property, hotel, or other property will result in immediate expulsion. Any delegate responsible for damages must make restitution and will be held accountable for any legal actions that follow. Hotel rooms are registered to the conference and are subject to search by the CCE staff at any time. All conference participants, guests, bags and vehicles at the conference are also subject to search by the CCE staff at any time.
- Visitor Policy: If a student under the age of 18 or still in high school wishes to visit a CCE conference, he/she must have a parent/guardian directly contact CCE staff prior to the conference. Any visitor over the age of 18 and no longer in high school must present a valid driver's license to the CCE info desk to receive a visitor's badge. Visitors are only allowed to attend conference sessions. Visitors are not allowed to attend evening social events. Visitors are never permitted in participant hotel rooms.
- Use of the Tennessee State Capitol sound system is prohibited. Tampering with the components of the sound systems (microphones, cords etc) is prohibited. Violation of this regulation is grounds for expulsion.
- Use of the Tennessee State Capitol voting machines is strictly prohibited. No touching or pushing buttons in chamber seats. Violation of this regulation is grounds for expulsion.
- Violation of any conference guidelines may result in dismissal from the conference and or the suspension of your school for the next CCE Conference.
- Violation of any conference guidelines may result in the removal of a student from the conference awards list.
- The YMCA Center for Civic Engagement staff reserves the right to make amendments to the Delegate Code of Conduct at any time.

## WAIVER

We acknowledge that CCE events will be held at different venues and that transportation maybe provided between venues. The transportation will be provided by third parties with whom YMCA will contract or certified YMCA staff. We agree that we will hold YMCA harmless against, and agree not to name YMCA as a defendant in any action arising out of or related to, any injury, harm, damage, loss or expenses of any nature incurred in connection with such transportation activities.

I grant permission for photographs, written/art work, quotes, videos or other media which may include my child, to be used in media releases which benefit the YMCA of Middle Tennessee.

I have read and will adhere to all guidelines:

**Delegate Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Parent Phone Number(s):** \_\_\_\_\_