

Code of Conduct for participation in \_\_\_\_\_(name of program)\_\_\_\_

The purpose of \_\_\_(name of program)\_\_\_ is to \_\_\_\_\_(describe)\_\_\_\_\_. Every participant, together with staff, volunteers and parents, contribute to the success of this program. Below is an outline of expectations that we ask of all participants, their parents/guardians and program staff.

**I, \_\_ (participant first name) \_ agree to meet these program expectations:**

- Treat my fellow participants and staff with respect
- Plan ahead for personal needs so that I can arrive on time and participate in all activities
- Challenge myself to learn and advocate for my needs, including requesting help or accommodation when I need it
- Be an active bystander- do what I can to help others or find help when needed
- Follow staff, volunteer and guest instructions and raise concerns respectfully
- Complete assigned individual and group projects on time
- (If applicable): Contribute ideas and adhere to a youth-driven group agreement

**The following may result in being dismissed from the program:**

- Bullying, harassing or using derogatory language towards another person or group of people
- Touching a peer or adult in a physically or sexually aggressive manner
- Possessing or being under the influence of alcohol, tobacco, drugs or weapons
- Leaving the program area without permission from a staff member
- Repeated absences or failure to meet agreed upon program work requirements

**What are the consequences if I do not meet expectations of the program?**

- Staff will me give a verbal warning regarding behaviors and actions that are not allowed and in most cases give me an opportunity to correct the behavior.
- Depending on the behavior, they may also contact my parent or guardian.
- In some cases, staff may require me to sign a corrective action plan in order to stay in the program.
- Some behaviors may result in immediate suspension or termination.

**As the parent/guardian I will support my child's participation in this program by:**

- Making arrangements so my child is able to attend every day of the program, and able to arrive on time and prepared; this includes avoiding scheduling appointments during the program
- Allowing time at home for my child to complete required assignments
- Communicating with staff prior to program start time if my child must be absent
- Not making inappropriate requests of staff that conflict with program guidelines
- Working together with program staff to resolve issues that arise with my child

**Program staff commit to:**

- Respectful and effective communication with all participants and their parents
- Helping you have a safe and fun experience
- Addressing problems that are brought to our attention
- Creating an environment where everyone is welcomed and given the opportunity to succeed

***Everyone contributes to the success of this program!***

Sign below acknowledging your understanding of and a commitment to following this code of conduct.

\_\_\_\_\_  
Participating child first and last name

\_\_\_\_\_  
Parent(s and Guardian(s) first and last name(s)

\_\_\_\_\_  
Program staff representative first and last name