



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ENGAGE INSPIRE ACT

California YMCA Youth & Government

2016-2017 CODE OF CONDUCT

It is essential to California YMCA Youth & Government (Y&G) that each participant enjoys the right to a safe, high quality environment. Being responsible for one's own behavior at all times is a necessary part of self-government. It is critical that all delegates, advisors and program volunteers act responsibly. The Code of Conduct shall be observed by both youth and adults. There will be no double standards. By choosing to participate in Y&G's programs, each participant (and their parent or guardian should it apply) agrees that they have read, understand, and will follow the Code of Conduct while attending Y&G conferences. Some delegations may have additional standards but all Y&G participants are held to the Code of Conduct listed below. Each participant is accountable for preserving the reputation and high standard of their delegation as well as that of California YMCA Youth & Government.

All participants share equally in the responsibility for their actions when violations of the Code of Conduct are witnessed. Those who decide to be present when a violation occurs shall, by their own choice, be considered a participant in the violation. In this program, there are no "innocent bystanders".

I. GENERAL RULES

Infractions of General Rules A-I **shall** result in expulsion from all Youth & Government (Y&G) functions and conferences for the remainder of the program year. In order to ensure the safety of all participants Y&G reserves the right if deemed necessary to conduct searches of baggage, rooms and persons; to include the use of Breathalyzers in accordance with its policies. In addition, local law enforcement agencies may be contacted and the delegate, advisor and or program volunteer turned in as deemed appropriate:

- a. All public and private facilities placed at the disposal of California YMCA Youth & Government are to be given the greatest care and attention by everyone. Any act of vandalism, destruction of property, misuse of a facility and or harassment of facility staff may be thought of as a crime and will be treated as such.
- b. Possession and or consumption of illegal drugs is against the law and therefore strictly prohibited.
- c. Possession and or consumption of alcoholic beverages by persons under the age of 21 is against the law and therefore strictly prohibited.
- d. The consumption of alcohol by all advisors and program volunteers is strictly prohibited during the entirety of each given conference and/or training. This restriction is in place from the beginning of each conference and/or training until the conference is over or your job is complete and you have checked out of the event. Advisors and program volunteers should refer to the Volunteer Handbook for additional rules regarding alcohol consumption.
- e. Weapons of any kind as well as items that could cause injury or damage to participants and or property are strictly forbidden.
- f. Any violation of local, State or Federal laws will be treated as such and the proper authorities may be notified.
- g. Activities that endanger the health and safety of the participant or others are prohibited.
- h. Inappropriate or uninvited physical contact between any Y&G participants, advisors, program volunteers or guests is prohibited. Intimate sexual behavior is inappropriate and not allowed.
- i. Possession and or the use of any nicotine products (including e-cigarettes) are not permitted.

Infractions of General Rules J-S **may** result in expulsion from California YMCA Youth & Government functions and conferences:

- j. Badges shall only be worn by the participant whose name is on their given badge. **BADGE SWITCHING OR SHARING IS STRICTLY PROHIBITED.** Participants will wear their assigned badges at all times when they are not in their sleeping rooms. Badges are to be worn above the waist and must be visible. Badges are not to be defaced, decorated, or altered in any way. Only advisors may request replacement badges.

- k. Specific rules as set by the individual facilities (i.e., YMCA, State Capitol, Convention Centers, Hotels, California National Guard facilities, etc.) are to be observed.
- l. Participants must be present and punctual to all meetings where their involvement is required.
- m. Participants shall observe all curfews and be in their own assigned sleeping rooms at the established curfew times. Participants may not switch rooms without advance confirmation from their delegation lead advisor.
- n. Physical, psychological, verbal, nonverbal, written, or cyber bullying is prohibited.
- o. In conferences with hotels, no delegate shall be present in the hotel room with a member of the opposite sex unless an advisor is present in the room or there are five or more delegates present in the room, two of which are the same gender (3-2 rule).
- p. Y&G does not permit delegates to drive vehicles to or from any of its related conferences. Any delegation seeking an exception must clear it in advance with their local YMCA Executive Director/CEO or, in school based delegations, School Principal and must provide proof in writing to the Y&G office prior to the related conference. **DELEGATES MAY NOT DRIVE OR RIDE IN ANY VEHICLE WHILE AT A CONFERENCE.** Advisors seeking to drive during a conference shall obtain clearance through Y&G. **IN ALL CASES, LIABILITY IS ASSUMED BY THE SPONSORING LOCAL YMCA OR SCHOOL.**
- q. All electronic devices (except those used by the Y&G staff and program volunteers) must be turned off during all sessions, meetings, and hearings in all program areas. Advisors and program volunteers may leave devices on, but silenced, for emergency contact reasons and must leave the session/area in order to answer a call.
- r. Falsification of records threatens the integrity of the program and will be considered a serious breach of contract. The result will include a range of penalties up to dismissal from the program.
- s. While at MUN Training, no delegate shall be in the barrack of the opposite gender while at Camp Roberts.

II. DRESS RULES FOR OFFICIALLY SCHEDULED SESSIONS

- a. **Sacramento Model Legislature & Model Court** - All participants, advisors, and program volunteers are to maintain a professional and business-like appearance by dressing in business and professional attire during the Model Legislature & Court business day (8 a.m. - 10:00 p.m.) as well as any additional hours designated by the program schedule.
- b. **Model United Nations Summit**- All participants, advisors, and program volunteers are to adhere to business-casual dress during the Model United Nations business day (8 a.m. - 9:00 p.m.) and other such hours as designated by the program schedule.
- c. **Training & Elections (T&E) I & II Conferences & MUN Training** - Participants, advisors, and program volunteers must wear appropriate, clean and tidy school attire during the program hours of 8 a.m. - 10:00 p.m. No open toed shoes are allowed outside of an individual's hotel.
- d. For each program, refer to Dress Code Supplements for specific requirements.
- e. California YMCA Youth & Government's CEO has the authority to determine both the appropriateness of appearance and attire of participants, advisors and program volunteers.

III. DISCIPLINARY ACTIONS

- a. The Code of Conduct is binding for all delegates, advisors and program volunteers. Each person will be accountable for his/her actions. In addition, each YMCA or school and its advisors shall be held accountable for the conduct of their delegation.
- b. **CALIFORNIA YMCA YOUTH & GOVERNMENT'S CEO HAS THE AUTHORITY TO INTERPRET THE CODE OF CONDUCT AND ADMINISTER ANY DISCIPLINARY ACTION DEEMED NECESSARY.**
- c. California YMCA Youth & Government's CEO has the authority to delegate his/her disciplinary powers to any person deemed appropriate.
- d. **ALL EXPENSES AND ARRANGEMENTS RELATED TO ANY DISCIPLINARY ACTION ARE THE SOLE RESPONSIBILITY OF THE LOCAL YMCA OR SCHOOL. YMCAs OR SCHOOLS MUST BE PREPARED TO ASSUME ANY AND ALL FINANCIAL OBLIGATIONS FOR COSTS INCURRED BY DISCIPLINARY ACTIONS IMMEDIATELY.**

IV. LOCAL YMCA RULES

- a. Each YMCA or school may outline additional rules of conduct in conformance with California YMCA Youth & Government's Code of Conduct for its delegation. Violation of either the Y&G Code of Conduct or the local delegation's rules can subject the offender to termination from the program. Delegation advisors shall be responsible for enforcing such additional rules of their local YMCA or school.

Changing the world, one leader at a time.

Updated 8/30/2016 SP