

CODE OF CONDUCT

For Model Legislature/Court

"The purpose of California YMCA Youth & Government is to develop within our youth a dedication to the values of democracy and an awareness of the need for their participation and leadership in the democratic process."

BASIC PHILOSOPHY OF RESPONSIBLE CONDUCT

Essential to the California YMCA Youth & Government (Y&G) is the concern of each participant for the rights of every individual. 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 staff act responsibly to ensure that their own conduct and attitude is beneficial not only to themselves and their fellow delegates, but also to ensure the continuation of Y&G's programs.

The Code of Conduct shall be observed by both youth and adults. There will be no double standard. By choosing to participate in the programs of Y&G, each individual agrees that they have read, understand, and will follow the Code of Conduct while attending any part of the program. Each participant is accountable for preserving the reputation and high standard of his/her YMCA delegation and Y&G.

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 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-G **shall** result in expulsion from Y&G functions and conferences. In order to ensure the safety of all participants Y&G reserves the right 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/staff member turned over to them as appropriate:

- a. All public and private facilities placed at the disposal of Y&G to conduct its programs are to be given the greatest care and attention by everyone. It is a PRIVILEGE to use them; treat them with respect. Any act of vandalism, destruction of property, or misuse of a facility may be a crime and will be treated as such.
- b. Possession and/or consumption of alcoholic beverages or illegal drugs are strictly prohibited.
- c. Weapons of any kind and items that could cause injury or damage to participants and/or property are strictly forbidden.
- d. Any violation of State or Federal laws will be treated as such and the proper authorities may be notified.
- e. Activities which endanger the health and safety of the individual or others are prohibited.
- f. Inappropriate or uninvited physical contact between any Y&G participants, staff member, or guests is not allowed. Intimate sexual behavior is inappropriate and not allowed.
- g. Possession and/or the use of any tobacco products is not permitted.

Infractions of General Rules H-O **may** result in expulsion from Y&G functions and conferences:

- h. Laws of the state, county, and city governments are to be observed.
- i. Badges shall only be worn by the individual whose name is on that 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, and 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. There may be a charge for replacement badges.
- j. Specific rules as set by the individual facilities (i.e., YMCA, State Capitol, Hotels, California National Guard facilities, etc.) are to be observed.
- k. Participants must be present and punctual at all meetings where their involvement is required.

- l. Participants shall observe all curfews and be in their assigned sleeping rooms at the established curfew times.
- m. No delegate shall be in the barrack of the opposite sex at the Training & Elections Conferences. In Sacramento, no delegate shall be present in the hotel room with a member of the opposite sex at any time, 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 sex (3-2 rule).
- n. 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 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 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.
- o. All electronic devices (except those used by the Y&G staff) must be turned off during all sessions, meetings, and hearings in all program areas. Advisors/staff may leave devices on, but inaudible, for emergency contact reasons. They must leave the session/area in order to answer a call.
- p. 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.

II. DRESS RULES FOR OFFICIALLY SCHEDULED SESSIONS

- a. Sacramento Model Legislature & Model Court – All participants 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.) and other such hours as designated by the program schedule. The CEO and his/her designee has the authority to determine both the appropriateness of appearance and attire of participants.
- b. Other Conferences & Meetings – Participants must wear clean, tidy school attire. No open toed shoes are allowed outside of an individual's own barrack at Camp Roberts.
- c. Refer to *Dress Code Supplement* for specific requirements for both the Model Legislature/Court and other conferences and meetings.

III. DISCIPLINARY ACTIONS

- a. The Code of Conduct is binding on all delegates, advisors, and staff. Each participant 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. THE CEO HAS THE AUTHORITY TO INTERPRET THE CODE OF CONDUCT AND ADMINISTER ANY DISCIPLINARY ACTION DEEMED NECESSARY.
- c. The CEO has the authority to delegate his/her disciplinary powers to any staff person deemed appropriate.
- d. ALL EXPENSES AND ARRANGEMENTS RELATED TO ANY DISCIPLINARY ACTION ARE THE SOLE RESPONSIBILITY OF THE LOCAL YMCA OR SCHOOL, THE DELEGATION, AND THE ADVISOR, WHO SHALL BE REIMBURSED BY THE PARENT OR GUARDIAN. YMCAs MUST BE PREPARED TO ASSUME ANY AND ALL FINANCIAL OBLIGATIONS IMMEDIATELY.

IV. LOCAL YMCA RULES

- a. Each local YMCA or school may outline more stringent rules of conduct in conformance with this Code of Conduct for its delegation. These additional rules and the Y&G Code of Conduct are binding. Violation of either could subject the offender to termination from the program. Delegation advisors shall be responsible for enforcing such additional rules of their local YMCA.

Amended May 2, 2009