

WI-UM Key Club District Leadership Conference (DCON) Code of Conduct

To All Participants (student/adult): Please initial each item in the bracket provided indicating you have read, understand, and agree to abide by the outlined requirements.

[] The Wisconsin-Upper Michigan Key Club District Board urges every attendee to participate in and experience all facets of this District Leadership Conference (DCON). The following Code of Conduct has been established for all participants to ensure a safe, professional, and pleasant environment. Every attendee will be expected to conduct himself/herself in a manner that will give credit to the organization of which we all are part. We, as guests of the hotel, are expected to abide by hotel regulations and restrictions as well as those listed below.

[] 1. Dress Code: I have read and understand the separate Dress Code Policy for the meaning of Casual / Business Casual/ Business Professional / Formal wear. Clothing unbecoming of a Key Clubber will not be allowed at any time. This is a professional conference, and attire will be appropriate and conservative. Decisions made by the District Board, District Administrators, or the Master Sergeant-at-Arms concerning attire are final and non-negotiable. Note: ***NO jeans, pencil skirts, shorts, flip-flops, T-shirts, hats, sunglasses, or tennis shoes will be allowed during business casual or business professional sessions. Revealing clothing will NOT be permitted at any time. I agree that I will be sent home if my apparel is not in accord with the dress code policy***.

[] 2. No alcoholic beverages or drugs of any nature, with the exception of prescribed medication, will be permitted. Vaping or the use of e-cigarettes are also prohibited. This rule applies to everyone in attendance, and will be strictly enforced.

[] 3. A curfew of midnight on Friday and Saturday nights will be observed and enforced. Key Clubbers are expected to be in their rooms at this time and are expected to remain there until 6:00am. During curfew, hotel room doors, windows, and curtains are to remain closed. Key Clubbers may not leave their rooms for ANY reason without the permission of the District Administrator. According to hotel policy, music cannot be played or amplified into hallways at any time. I will respect the rights of attendees and other hotel guests during the entire conference.

[] 4. Rowdy behavior is prohibited. Such behavior includes, but is not limited to, gambling, vandalism, profanity/abusive language, use of fireworks, abusive postings to any social media network, interacting with non-Key Club affiliated individuals inappropriately, or any behavior unbecoming of a Key Club Member.

[] 5. The District Administrators and/or the District Sergeant-at-Arms Adult Committee are authorized to confiscate any materials causing disturbance to the orderly procedure of the conference.

[] 6. Every Key Clubber will be required to attend ALL sessions, workshops, and activities of the conference. Adults are also expected to fully participate. Timeliness is expected.

[] 7. Every participant will respect the authority of the District Adult Sergeant-at-Arms Committee, the District Board, the District Administrator(s), and all adult Advisors/ Chaperones.

[] 8. Conference identification name badges and wrist bands must be worn in plain view at all times from arrival on Friday until after departure on Sunday.

[] 9. Males will not be allowed in the rooms of females, and females will not be allowed in the rooms of males. Infractions of this regulation will lead to dismissal of all those involved. If an Advisor or chaperon calls a meeting of the group, the adult must be in the room at all times.

[] 10. Faculty Advisors/Chaperones Only: I have read and agree to abide by the separate Adult Duties & Responsibilities Guidelines. Infractions of the Leadership Conference Regulations will be reported to the District Adult Sergeant-At-Arms Committee, the District Administrator, and to the adult advisors. Appropriate actions will be taken, including dismissal of any delegate, registrant, or visitor from the conference at the expense of the individual. If a Key Clubber violates the Code of Conduct and has to be sent home, it will be the parent(s) or guardian(s) responsibility to pick the Key Clubber up at the conference site. A letter will also be sent to the parents (if applicable), school authorities, and the president of the sponsoring Kiwanis Club. The infraction may cause future refusal of registrants from the club(s) to attend district functions, with forfeiture for all awards and refusal of candidates to campaign for or hold a district office.

****These rules take effect immediately upon arrival at the hotel and will be observed until departure****

Infractions of the District Board Code of Conduct will be reported to the District Governor and the District Administrator(s). Appropriate action will be taken, including the possibility of dismissal from the District Board. If a Key Clubber violates the Code of Conduct, notification will be made to the student's parent(s), school authorities, and the president of the sponsoring Kiwanis Club.

****These rules take effect immediately upon arrival at the facility and will be observed until departure****

I have fully read and understand the entire Code of Conduct Guidelines and agree to abide by its terms.

Board Member: _____
Name (printed) Signature Date

Home School Name: _____

[] I agree to allow my son/daughter to be photographed and/or interviewed by local media and/or a Kiwanis photographer to be used in promotional advertisement for Kiwanis, Key Club, and its affiliations, in newsletters, videos, website, etc.

--- or ---

[] I **do not** agree to allow my son/daughter to be photographed and/or interviewed by local media and a Kiwanis photographer to be used in promotional advertisement for Kiwanis, Key Club, and its affiliations, in newsletters, videos, website, etc.

I have read and understand this Code of Conduct. I give my son/daughter permission to attend Key Club District Board Meetings/Conferences.

Parent/Guardian: _____
Name (printed) Signature Date