



STATE YMCA OF MAINE
YOUTH IN GOVERNMENT
Code of Conduct
GENERAL AGREEMENT OF CONDUCT



PARTICIPANTS NAME (Printed) _____

SCHOOL/YMCA _____

As a participant in the State YMCA of Maine Youth in Government program I have read, and I agree to uphold and adhere to the Code of Conduct items listed in this document.

PARTICIPANT'S SIGNATURE _____ DATE _____

As the Parent / Guardian/Legal Dependent of the above named students I have read and agree to the policies detailed in this CODE OF CONDUCT.

PARENTAL SIGNATURE _____ DATE _____

Any of these will be confiscated from the participant and returned to the advisor at the close of the program. Violations of this section will can cause for immediate removal from the program, and have parents come and pick the students up.

I understand that the the YMCA CARES for the physical body of our participants and advisors use or possession of the following items will be prohibited during any part of our program.

- a) *Smoking of any kind*
- b) *Use of illegal substances or alcohol*
- c) *Weapons of any type including knives, or firearms.*
- d) *Abide by all laws of the State of Maine, county and cities of Augusta, Farmingdale, Hallowell, and Winthrop.*

I understand that HONESTY is a cornerstone of our program and thus we require:

- a) *Participants driving personal vehicles to the weekend will not use them except in coming to and going home.*
- b) *Participants will only be in those areas and rooms that are assigned to the Youth in Government programs.*
- c) *Participants will represent themselves, and their schools and communities in a positive way.*

I understand that showing RESPECT is vital to all people and facilities in our program;

- a) *The right of others to voice their thoughts and opinions.as well as to have them be heard by others.*
- b) *The State House is a great facility and besides being the heart of Maine State Government it is a Museum of Maine's legislative history and must be treated as such. House is vital to our program, without it our program could not exist; delegates must understand they must show proper respect to the facilities of the Maine State House*
- d) *Delegates must not remove items from any desk or office at the State House.*
- e) *Food and drink are not permitted in the anywhere in the State House other than the first floor.*
- f) *Those working at the State House are a great resource and are an important part in or use of the facilities, and must be shown the proper respect.*
- g) *Those working with the program as volunteers and are critical to our success we ask that you show them the common courtesy and respect.*

I understand that I RESPONSIBLE for my own behavior and actions during the program

- a) *Being on time and at all scheduled activities and meeting*
- b) *Following the rules of committees, House, and Senate chambers during debate and discussions*
- c) *If you must arrive late or leave early that YMCA staff are aware of this, and that you are not in a leadership position that will be left void during your absence.*
- d) *Participants will participate only in the role they were selected for*
- e) *I am responsible for any damage that I do during the weekend:*
 - i. *If I have done damage I will pay for the repair or replacement*
 - ii *I will write a letter of apology to the YMCA and the State House*
 - iii *If the damage was intentional , I will not be allowed to participate in the program in the future*
 - iv. *School or YMCA will be informed about any incidence.*

DRESS CODE

I understand that to participate in the program I must adhere to the DRESS CODE, standards established by the State YMCA Youth in Government Program. (Dress code details are listed on website www.yiginme.org)

RULES OF HOUSING

Participants requiring housing will stay at the Hotel arranged by the YMCA Youth in Government program. Delegations needing housing will stay at the Conference Hotel.

- a) Participants are not allowed to switch room assignments. Room changes are only done with permission of both Delegation Advisor and Program Director*
- b) Participants will have access to the Hotel pool is only during times announced*
- c) Participants will not be allowed to make outgoing phone calls from Hotel phones, use room service, rent movies, or games*
- d) Participants will observe quiet time in the hotel shall be from 11:00pm to 6:00am no participants should be outside of their room during this time. We must not disturb other guests of the hotel.*
- e) Participants must be in their assigned rooms by curfew and stay there for the night, unless given specific permission by Delegation Advisor, or Program Director.*
- f) Participants will at no time be in the room of participants of the opposite sex, or to allow participants of the opposite sex in their room.*
- g) Participants will not be in the hotel except at times that the program is scheduled to be at the property. Unless accompanied by an Advisor or Youth in Government Staff.*
- h) Participants at no time shall have someone in their room that is not a part of the Youth in Government program.*
- i) Participants at no time will leave the Hotel Property*
- j) Participants understand that the Youth in Government Program Staff, Delegation advisors, and Hotel Personnel shall have the right to search participant's rooms, luggage, and personal items.*
- k) Participants understand that advisors will check rooms on Sunday prior to check out for any room damage.*

Participants not staying at Hotel must have housing arrangement approved by the Youth in Government Program Director and Delegation Advisor.

RULES OF TRANSPORTATION

Due to liability and safety considerations, the use of personal cars by delegates during the weekend is prohibited. "During the weekend" shall mean: Friday registration until Sunday's adjournment at 12:30pm. Anyone using a personal car without permission of the Program Director shall be subject to disciplinary actions (Section VI).

DISCIPLINARY ACTION

The agreements is binding and by registering and attending the conference participants and advisors are agreeing to follow the policies and procedures spelled out. Violation of these policies can lead to:

1. Call to parents to come and pick delegate up.
2. Return to hotel family to be dressed properly or pick up luggage.
3. All violations will be reported to parents and YMCA or school officials
4. Being removed from the program until ride home is available.

It is not the intent of this agreement to punish an entire delegation for the actions of a few. Delegations must be aware that serious violations may lead to groups not being able to participate. All participants must be aware, that serious violations of this agreement could lead the program to lose of the use of the State House facilities.

5. Make payment for any damage that I do to the State House, Host Family's Home, Hotel or Buses
6. School or YMCA will be informed about any incidence