

Code of Conduct

75th Annual Florida District Education and Leadership Conference

Student Name: _____

Student School: _____

Key Club members, adult advisors and invited guests are expected to demonstrate behavior consistent with the high ideals of Key Club and should abide by the provisions of this Code while in attendance at District Conference. Every member will respect the authority of the Sergeant-at-Arms Committee, Key Club Administrators, and designated staff.

Responsible Behavior:

1. All participants are expected to abide by all governmental laws and regulations.
2. Attendees must attend all sessions and activities and will be expected to follow the published dress code at all times.
3. Members may not possess or consume any alcoholic beverages.
4. Members may not possess or use any drugs or other controlled substance, with the exception of medication prescribed for the attendee as indicated on the medical form.
5. Members may not possess or use tobacco products. Smoking is prohibited at all functions, hallways, reception areas and sleeping rooms.
6. Members are expected to abstain from any activity of a sexual nature.
7. The use of fireworks, weapons or anything of a dangerous nature or act in any way unbecoming a Key Club member is prohibited.
8. Use of strong language or profanity will not be permitted by anyone registered at Key Club events.
9. A retiring hour, to be announced, will be observed and enforced. Advisors will conduct a room check at curfew to make sure that the curfew is enforced. Unnecessary noises at any hour are prohibited. All violations will be reported to the Sergeant at Arms Office.
10. Members are expected to not tolerate hazing or any action that creates unnecessary physical or mental discomfort, embarrassment, or harassment.
11. Members must respect the personal property of others as well as the property of any meeting or lodging facility. The placing of signs or messages on the windows of the hotel rooms is prohibited. No material may be affixed to any hotel wall. Any damage caused by a member must be paid for by that member.
12. In case of emergency or illness, the Sergeant at Arms will be contacted.
13. The Florida District of Key Club International requires that only advisors be permitted to drive private vehicles during Key Club events.
14. Key Club members may not use cell phones, personal walking talkies or other communication devices during the event activities. They may be used during social/private time. If brought to the event it is the responsibility of the chaperone to be sure these devices are used appropriately.
15. Any action unbecoming a Key Club member will not be tolerated by anyone.

Lodging:

16. Members participating in any Key Club events must sleep in their assigned rooms.
17. NO FEMALES ARE ALLOWED IN MALES' SLEEPING ROOMS. NO MALES ARE ALLOWED IN FEMALES' SLEEPING ROOMS AT ANYTIME, EVEN WITH ADULTS PRESENT.
18. Male and female members may be present together in hospitality suites when an adult chaperone is present.
19. Care shall be taken not to deface, destroy or remove any property belonging to the event hotel. Damage report forms will be used and damage costs will be paid immediately. Rooms should be kept in an orderly manner to allow housekeeping services.
20. There will be no charges allowed to any room during any event; all bills shall be paid at the time of purchase.
21. The Florida District reserves the right to have its Sergeants at Arms inspect any rooms in the hotel reserved by and for the Florida District of Key Club International without notice to the occupants.
22. The tapping of glasses and dishes with silverware, tying of napkins, writing on tablecloths, and other disruptive and distracting behavior during meal functions is unbecoming Key Club members and is prohibited.

Dress Code:

23. All participants are expected to abide by the designated dress code throughout the entire weekend as specified in the 2013 DCON Dress Code found in the registration packet, online, and as per requested from any District Officer or Administrator.
24. At no time will any clothing with inappropriate language or graphics be allowed. Any shirts, shorts, or skirts deemed to be of inappropriate length will not be allowed.
25. All participants are required to wear their name badges and wristbands throughout the District Conference for all events.

Enforcement:

26. Effective as of the time you arrive at this event, until the time you depart any violations of this code will result in notification to the District Administrator and chaperone.
27. Violations involving breaking of curfew, males in females' rooms, females in males' room, destruction of property, possession, consumption or use of alcoholic beverages or controlled substances will result in dismissal of the attendee from the event.
28. Violation of all other infractions will call for a meeting of the Sergeant at Arms, the District Administrator (DA) and those as appointed by the DA. A determination will be made at the end of the meeting on appropriate consequences; which may include but are not limited to dismissal from the event.
29. Notification, in writing, will be made by the District Administrator or his representative, to the school administration, Kiwanis sponsor and parents/guardian of any member disciplined under this section.

An adult chaperone for Key Club shall be a Kiwanis member, faculty member, parent, legal guardian, or person who is: *in loco parentis*; at least the age of twenty-one (21); approved by the school; and registered with and accompanying the Key Club members at the event. The adult chaperone shall be responsible for the Key Club members assigned to him/her. Ultimately, the Florida Key Club District Administrator shall have authority for all persons in attendance. I have read and agree to follow while attending the 75th Annual District Conference the above Code of Conduct.

Student Signature

Date

Parent Signature

Date

Student Name

Parent Name