



# CODE OF CONDUCT

## **PURPOSE**

The purpose of the Student Discipleship Code of Conduct is to clearly and explicitly communicate expected behavior for all students during Student Discipleship programs and events.

## **EXPECTATIONS**

We believe in setting high standards for our students and holding them accountable to those standards. The following outlines our expectations for all students and leaders for Student Discipleship programs and events.

### **Respect**

- Submit to Authority (Romans 13:1)
- Treat Others Like You Want to be Treated (Matthew 7:12)
- Care for Places and Things (Deuteronomy 22:1-3)

### **Engage**

- Come Prepared (1 Corinthians 14:26)
- Participate Willingly (Hebrews 10:25)
- Interact with Others (Hebrews 10:24)

### **Lead**

- Positive Example to Others (1 Corinthians 11:1)
- Courage to Do the Right Thing (Joshua 1:9)
- Protect Each Other (Psalm 82:4)

## **CONSEQUENCES**

The consequences for Code of Conduct violations are meant to correct behavior in order to maintain a safe, appropriate environment for other students. The following consequences will be applied to any student found in violation of expectations or student guidelines, except where other consequences are specified.

**Warning.** Students shall be given a warning which will include the inappropriate behavior and future consequences if the behavior is not corrected.

**Restrictions.** Repeated violations will result in restricted freedom for the student for the remainder of the program or event.

**Contact.** Extreme or excessive violations will result in contact with the student's parent or guardian.

## **GUIDELINES**

The guidelines outline specific inappropriate behaviors and consequences for violations for those behaviors. These guidelines are not meant to be exhaustive of all inappropriate behavior. Student Discipleship leaders will determine the appropriateness of any behavior and consequences for violations.

**Abuse.** Abuse is defined as a specific act of commission by one person that leads to non-accidental harm or threatens the physical, mental, or emotional development of another person. Violations may result in:

- *Contact.* We will contact the proper authorities if the nature of the abuse requires us to do so.
- *Dismissal.* The student will be dismissed from the program or event.
- *Conference.* A conference with the student, parents, and Associate Pastor for Family Ministry will be scheduled within two weeks of the incident.
- *Counseling.* Students may be required to attend counseling before being allowed to attend any Student Discipleship programs or events.

**Alcohol and Tobacco.** Possession of alcohol or tobacco is not allowed at any Student Discipleship program or event. Violations may result in:

- *Destruction.* The substance shall be destroyed by a leader within the presence of at least one other leader.
- *Accountability.* Student Discipleship leaders may systematically or randomly check all bags or personal items during any program or event.

**Cell Phone & Electronic Devices.** Students are discouraged from using cell phones and electronic devices during Student Discipleship programs and events; however, students may use cell phones and other electronic devices during Student Discipleship programs and events within the following guidelines:

- *Programming.* Students must keep all cell phones and electronic devices put away and silenced during structured times within the program or event.
- *Free Time.* Students may use cell phones and electronic devices during designated free time.
- *Appropriate Content.* All media must be appropriate. (i.e. rated 'R' movies, music with explicit content, or video games rated "mature" are not appropriate content.)
- *Responsibility.* Students are responsible for the safety and security of their devices.

Violations may result in:

- *Confiscation.* Cell phones and electronic devices will be confiscated and returned to a parent or guardian at the end of the program or event.

**Curfew.** Curfew is the specified time students are required to be in their assigned areas for the night. The curfew clock will be determined by the Student Discipleship leader assigned to that area. Curfew violations may result in:

- *Early Curfew.* On the first offense, students will be required to be in their assigned area the same number of minutes early they were late (i.e. students five minutes late will be required to be in their room five minutes early the next night). After the first offense, students may be required to be in their assigned area thirty minutes early for the remainder of the event.

- *Contact.* Students late for curfew by more than thirty minutes will be required to contact their parents at the time of the offense.

**Designated Areas.** Every Student Discipleship program or event has designated areas for students. These designated areas will be communicated to students at the beginning of each program or event. Students are expected to stay within the designated areas throughout the program or event.

**Dress Code.** Students are asked to dress in a respectful and modest manner. The following is a helpful guide to define modest; however, Student Discipleship leaders will make the final decision regarding the appropriateness of clothing.

- *Shorts.* All shorts should be finger-tip length.
- *Skirts or Dresses.* All skirts or dresses should cover the knee while standing.
- *Shirts.* All shirts should have sleeves. Halter tops, spaghetti straps, or tank tops may be worn if accompanied by another shirt.
- *Mid-Drift.* No skin may show between the shirt and pants when arms are extended in the air.
- *Sagging.* No underwear may show when in the seated position.
- *Offensive Content.* No clothing may be worn with offensive language, sexual innuendo or drug/alcohol references.
- *Swimsuits.* Girls may wear modest one-piece swimsuits or any swimsuit covered by a dark t-shirt. Guys may wear any modest swimsuit, excluding any form of "brief" swimsuit.

Dress code violations may result in:

- *Change.* Students will be asked to change clothes.
- *Cover.* If a student does not have clothing to change into, he or she may be asked to cover the clothing that is in violation.

**Drugs.** Drugs shall be defined as any illegal substance or any over-the-counter or prescription medication used in a manner other than its prescribed use. Possession or use of drugs is not allowed at any Student Discipleship program or event. Violations may result in:

- *Contact.* Student Discipleship leaders may contact the proper authorities and any further action will be at their discretion.
- *Dismissal.* Students may be sent home from the program or event.
- *Accountability.* Student Discipleship leaders may systematically or randomly check all bags or personal items during any program or event.

**Fighting.** Fighting is defined as any physical contact intended to harm another person. Fighting includes — but is not limited to — pushing, shoving, punching, kicking, etc. Any form of fighting will not be tolerated. Violations may result in:

- *Separation.* Both students shall be separated for a specified period of time.
- *Dismissal.* Students may be dismissed from the program or event depending on the severity of the incident.

**Harassment.** Harassment is defined as any unwanted or unprovoked verbal comments or physical contact. Harassment includes any action where a student has requested that action cease and the offender fails to cease the action. Harassment includes — but is not limited to — joking, throwing items, name calling, degrading remarks, etc. Harassment will not be tolerated under any circumstance.

**Insubordination.** Insubordination is defined as the failure to attempt to follow instructions given by a Student Discipleship leader.

**Mutual Accountability.** Students shall report any violation of the Student Discipleship Code of Conduct or actions deemed unsafe for the student and others. Students who fail to report violations or unsafe actions may receive the same consequences as the offending student.

**Pranks.** Pranks are defined as any mischievous action that involves another person's property and/or their physical person. Pranks will not be tolerated under any circumstances.

**Profanity.** Profanity is any inappropriate word or euphemism for an inappropriate word. Profanity shall not be used at any Student Discipleship program or event.

**Public or Private Displays of Affection (P.D.A).** Public or Private Displays of Affection are defined as excessive or inappropriate physical contact between two people. P.D.A. is not limited to students in romantic relationships or students of the opposite gender.

P.D.A. includes — but is not limited to — lying or lounging, kissing, caressing, sitting on laps, full frontal hugs, and excessive physical contact.

Violations may result in:

- *Separation.* Repeated or extreme violations will result in separation of the students for the remainder of the program or event and/or future programs or events.
- *Conference.* Repeated or extreme violations will necessitate a conference involving both students, their parents or guardians, and the Associate Pastor for Family Ministry.

**Sexual Misconduct.** Sexual misconduct is defined as any action that is sexual in nature. Sexual misconduct goes beyond P.D.A. to extremely inappropriate behavior. Sexual misconduct will not be tolerated. Sexual misconduct includes — but is not limited to —

- *Physical.* Any physical contact with another person's body that is normally covered by clothes or any touching underneath clothes.
- *Visual.* Showing any portion of the body normally covered by clothes.
- *Pornography.* Viewing any material of a pornographic nature.
- *Personal.* Any form of self-gratification.

All decisions regarding the degree of a behavior (P.D.A. or Sexual Misconduct) will be determined by the Student Discipleship leader who witnesses the act, in consultation with the Associate Pastor for Family Ministry.

Violations may result in:

- *Dismissal.* Students will be dismissed from the program or event.

- *Separation.* Both students will be separated during programs or events for a specified period of time.
- *Conference.* A conference with both students, their parents or guardians, and the Associate Pastor for Family Ministry shall be scheduled within two weeks of the incident.

**Theft.** Theft is defined as taking or borrowing any item without permission of the owner. Violations may result in:

- *Return.* Students will be required to return any items taken.
- *Repay or Replace.* If the stolen item cannot be returned, students will be responsible for repaying or replacing any items taken.

Students are advised against bringing expensive items to any program or event. Student Discipleship will not be responsible for any lost or missing items.

**Vandalism.** Vandalism is defined as intentionally damaging another person's or organization's property. Violations may result in:

- *Restore.* Students will be responsible to restore the property to its original condition or pay for replacement.

**Weapons.** A weapon is defined as any object created or intended for harm of others. Weapons include — but are not limited to — blades over six inches in length, guns, explosive devices, or martial arts equipment. Students are strictly forbidden from being in possession of any weapon at any Student Discipleship program or event. Violations may result in:

- *Contact.* We may contact the proper authorities and further action will be at their discretion.
- *Dismissal.* Students will be dismissed from the program or event.
- *Accountability.* Student Discipleship leaders may systematically or randomly check all bags or personal items during any program or event.

## **Policy & Procedures for Student Dismissal**

Sending a student home from a program or event is a last resort. The purpose for sending a student home is not punishment, but safety and trust. A student may be sent home from a trip for:

- Three guideline violations (leniency may apply due to the nature of the violations).
- Engaging in any behavior that imposes an extreme safety hazard to others or himself/herself.
- Use of drugs, alcohol, or tobacco.
- Engaging in sexual misconduct.
- Consistent insubordination.

If a student needs to be sent home, the following procedure will be followed:

- *Notify.* Parents shall be notified by the Associate Pastor for Family Ministry of the official decision to send the student home.
- *Transport.* Parents shall be informed they must arrange for transportation home. The quickest method of returning the student home shall be used; if a flight is necessary, the parents will be required to purchase a plane ticket on the next available flight.
- *Supervision.* The student shall be placed under the supervision of a Student Discipleship leader of the same gender. The student shall be separated from other students until their departure.
- *Conference.* A conference with the student, parents, and the Associate Pastor for Family Ministry will be scheduled within two weeks of the incident.