

# GEORGIA CENTER FOR CIVIC ENGAGEMENT (GCCE)

## TEACHER, COACH/CHAPERONE, & VOLUNTEER PARTICIPANT (TCV) CODE OF CONDUCT FORM

1. I agree to abide by the Student Code of Conduct and am willing to enforce it at all times when attending a GCCE activity.
2. I agree to report all violations of the Student Code of Conduct or the TCV Code of Conduct to the appropriate GCCE Staff immediately.
3. I agree to be present for all scheduled events and assist in duties requested of me.
4. I agree to have another adult present whenever I:
  - a. patrol sleeping rooms before and after curfew hours
  - b. need to talk with a student in a private setting (in any setting - school, competition, etc.)
  - c. enter the shower room of a cabin, or bathroom while students are there
  - d. lead cabin/room discussions
  - e. transport a single student to a GCCE activity, a doctor, or a hospital
5. I agree to have at least two students present if I am transporting students to a GCCE program activity and there is no other adult traveling with me. Also, to ensure this meets my schools transportation policy.
6. I agree not to share a sleeping accommodation with a student during a GCCE program unless the student is a member of my immediate family, and upon approval from the Georgia Center for Civic Engagement and school administration.
7. I agree to maintain proper adult-to-adult decorum at all times.
8. I agree to be a positive role model in words and actions for the students attending GCCE programs.
9. I agree to set clear boundaries with students attending GCCE programs by NOT communicating with them via social media or cell phones (Facebook, Twitter, Snapchat, Instagram, Pinterest, text, snail mail, morse code, etc. unless approved necessary by GCCE or local through BOE policies regarding communication.)
10. I agree to have all completed medical release and signed Student Code of Conduct forms in hand before I permit any student to travel to a Georgia Center for Civic Engagement sponsored activity.
11. I agree to check rooms assigned to students for damage upon arrival and report any findings to the GCCE staff (applies to overnight competitions). I agree to comply with all requests on the hotel inspection sheet and check-out sheet, collect keys, and turn in these items to the hotel and GCCE staff prior to departure.
12. I agree to either submit to a Criminal History Background check, or if I am an employ of a school, get verification in writing from Administration/BOE staff showing approval of a locally processed criminal history background check.
13. I will not violate any conference rules outlined in the program book while in the presence of my students or during the active program I am attending. This includes school based activities. This includes any questionable behavior, but not limited to: foul language, use of nicotine delivery devices, consumption of alcohol, etc.

*I have reviewed the provisions of the Code of Conduct as listed above and agree to abide by it. I understand that the CEO or Director of State Programs may terminate my affiliation/participation with the program if I am found to be in violation of any of the provisions of this code.*

Name \_\_\_\_\_

School/Association \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_