

LEAD Conferences Student Participant Commitment Form

Students **must read** this policy before signing on page two. This form must be turned in to your adviser prior to attending the LEAD Conference.

LEAD Conferences © Safe Environment Policy

The National Association of Student Councils (NASC), National Honor Society (NHS), and National Junior Honor Society (NJHS) are committed to creating and maintaining an environment in which all persons who participate in programs and activities feel safe and comfortable. Harassment and discrimination express disrespect, abuse of authority, and undermine relationships, and interfere with learning and productive work. They are also illegal. The cooperation of all student delegates and advisers will ensure a positive experience for everyone.

NASC, NHS & NJHS expressly prohibit any form of harassment based on race, color, religion, national or ethnic origin, sexual orientation, age, disability, or gender that has the purpose or effect of:

1. Substantially interfering with an attendee's or staff member's ability to participate in or monitor conference activities.
2. Creating an intimidating, hostile, or offensive environment.

Some examples of conduct that are not acceptable are included below. These examples are not to target any specific activity but to give types of behavior that are not acceptable. Unacceptable conduct is not limited to those below:

- Any group or individual activities designed to promote or facilitate inappropriate or sexually suggestive touching of another person or oneself.
- Grabbing, groping, offensive kissing, or fondling.
- Suggestive whistling, leering, staring, stalking, or hazing.
- Foul or obscene language.
- Lewd, off-color, or otherwise inappropriate or sexually oriented comments and/or jokes.
- Harassment or discrimination expressed through slurs, jokes, teasing, pranks, innuendo, stereotyping, or otherwise.
- Discussions or questions about one's sex life or experiences.
- Suggestive or sexually explicit pictures.
- Unwanted or offensive letters, notes, voicemail messages, or email messages.
- Sexually oriented or explicit remarks, including written or verbal references to sexual conduct, gossip regarding another person's or one's own sexual activities, preferences, deficiencies, or prowess.
- Sexual favors in return for rewards or threats if sexual favors are not provided.
- Sexual assault or rape.

Incident Reporting and Follow-up Procedures:

1. Students should report incidents as soon as possible to their advisers (this includes an adviser who is acting in the place of the home school adviser). In the event where the timeliness of contacting the adviser is compromised, the student should report directly to a national staff member.
2. Once an incident is reported, the student will be separated from the environment or persons involved to ensure his/her safety and well-being. If the relevant adviser has not yet been contacted, national staff will do so in a timely manner following this separation action.
3. The National Staff will conduct an investigation of the incident to determine what actions should be taken and if local authorities will be contacted. State law governing each conference site will dictate involvement of local authorities. (In most states, there is a legal obligation to report specific incidents involving minors, and all national staff will adhere to this.)
4. National staff will review the investigative findings with the adviser and will conduct any communications with parents, school officials, or other parties.
5. Any person found in violation of this policy has the right to appeal any actions/decisions of the national staff. This does not apply to incidents requiring the intervention of local authorities, at which time state and federal law will supersede any authority of national staff.
6. The NASSP offices will keep on file all written records of an incident.

NASC, NHS & NJHS prohibit any form of retaliation against any student or staff member for filing a bona fide complaint under this policy or assisting in a complaint investigation. NASC, NHS & NJHS are programs of the National Association of Secondary School Principals (NASSP).

LEAD CONFERENCES STUDENT PARTICIPANT COMMITMENT FORM

All students attending the LEAD Conference are required to follow and adhere to these guidelines:

Conference Attire:

1. Display the appropriate attire that is representative of your role as a student leader. "Conservative school dress code" type attire is appropriate. This includes Dockers-type pants, jeans, and t-shirts. **Advisers should monitor delegate attire to make sure that their students are dressed appropriately.** As a general guideline, the following clothing is **NOT** considered appropriate, and students wearing such apparel will be asked to change by their adviser or conference administrators:
 - Any clothing **that reveals** midriffs, cleavage, shoulders, backs, or torsos. These may include but are not limited to – spaghetti straps, strapless, crop tops, cut outs, tops with half or no backs or low cut necklines, tank tops, muscle t-shirts, low-waist slacks/skirts, and etc.
 - **Cut out or frayed jeans.** Clothing designed to **be transparent, mesh, or sheer** when worn alone.
 - **Shorts and hats** will not be allowed at any of the sessions.
 - **Clothing with ads/references** for alcohol, tobacco, drugs, or with profanity, sexual pictures, or inference to these items.
2. Undergarments, shirts/tops, slacks/skirts/dresses, and shoes must be worn at all times. Skirts or dresses should be **no** shorter than two inches above the knee.

Session Etiquette:

1. Attend all conference sessions at the designated times and places. Please be on time for all sessions.
2. Be respectful of the rights and safety of others, for example do not talk during presentations, interfere with other delegates/staff, or create/display any intimidating, harassing, hostile, or offensive behavior.
3. The use of any electronic devices or noisemaker is prohibited (cell phones/text messaging, P-D-As, MP3s, iPods, cassette/CD players, headphones, games, etc).

Hotel Etiquette:

1. Be courteous to other hotel guests, their privacy and need for rest. Observe the conference-stipulated curfew – each student must be in his or her own assigned room at curfew. **The adviser and other designated chaperones are responsible for supervision of their students.** If there are any disruptions reported to the hotel, the adviser will be notified to correct the situation. **Security guards will be scheduled for your safety.**
2. Under no circumstances are students permitted to be in the hotel room of a student of the opposite gender without an adult adviser present.
3. Students should not be in any other hotel sleeping room other than their own room.
4. Respect the property of others. Students are not to take objects from hotel rooms, conference areas, or any other property visited.
5. Theft and vandalism will not be tolerated. Delegates must obey the rules of these facilities. The facilities have the right to ask a delegate or delegates to leave. **Individuals are responsible for damages to property or furnishings and will pay for its repair or replacement.**
6. **Do not throw anything** out of windows or over balconies. Do not run down hallways. Noise should be kept at a low, reasonable volume, especially in the hotel. Do not engage in any ball throwing or similar activity that may damage hotel rooms or facilities.
7. Trash (including pizza boxes, cans, etc.) must be placed in the proper receptacles and not left on guest or meeting room floors.

Conference Guidelines:

1. Respect the rights and safety of others as stated in our **Safe Environment Policy (please read!)**. This includes not exhibiting irresponsible behavior that endangers the health, safety, or welfare of him/herself/others or creating an intimidating, hostile, harassing, or offensive environment.
2. Understand that the use of alcohol, tobacco products, or illegal drugs is strictly prohibited. Any student found in possession or under the influence of any illegal drug or alcohol will be sent home at their own expense.
3. Stay in a safe supervised environment. Students should not leave the hotel at any time without approved adult supervision.
4. Students are required to wear the **LEAD Conferences namebadge** to all conference activities.
5. Keep your adviser informed of your activities and whereabouts at all times. Accidents, injuries, and illnesses must be reported to your conference adviser immediately.

A violation of any of these guidelines could result in a student being expelled from conference activities for the duration of the conference and remanded to the custody of his or her adviser or sent home at their own expense. The national office will notify both the student's school principal and parents of all such incidents.

Signatures below indicate that you have read and agree to comply with the expectations stated in the above guidelines and that you have read and understood our Safe Environment Policy. In addition, by signing this form, you are hereby giving consent to the National Association of Secondary School Principals (sponsor of NASC, NHS, and NJHS) and its Corporate Sponsors to use photographs and videotaped images of conference attendees for promotional, editorial, and advertising purposes.

Student Name (Please Print) _____ Signature _____

Parent/Guardian Name (Please Print) _____ Signature _____

School Name (Please Print) _____ State _____

Adviser Name (Please Print) _____ Adviser Signature _____

Adviser Cell Phone Number _____

Students: Please give this signed form to your conference adviser.
Advisers please keep the original of this form and submit a photocopy at the conference registration on Friday along with the required Adviser Commitment Form.