

# Code of Conduct

## University Libraries at Virginia Tech

1. A completed and signed Health History and Emergency Information form is required for participation. In addition, medications and medication forms (for all participants under 18 years old) must be turned in at the registration table upon arrival.
2. Participants should abide by university policies for COVID safety, available at [ready.vt.edu/public-health-guidelines](http://ready.vt.edu/public-health-guidelines)
3. Participants should attend and be actively involved in all scheduled activities as part of this event (unless under the supervision of a medical staff person.)
4. Visitors must check in with the event director.
5. Participants should remain at the event until the event is scheduled to end. Participants may only be picked up from the event by the person designated on the Health History Report Form. Identification may be requested at the time of pick-up.
6. Participants are expected to follow the directions of volunteers and paid staff.
7. Participants should respect the property of others and be responsible for themselves. Deliberate destruction or removal of facilities or equipment is not permitted. Financial responsibility for any damages caused by deliberate destruction will be assumed by the participant and/or parents/guardians. The same applies to the property and personal items of other participants.
8. Participants should treat all others and themselves with respect. Aggressive, abusive, vulgar, or violent language and behavior towards others (ex: fighting, threats, insults, cursing, discrimination, etc.) are not permitted.
9. Possession, distribution, or use of fireworks, weapons, knives, or other items that can be used as a weapon are not permitted at events.
10. Possession, distribution, or use of alcoholic beverages, illegal drugs, tobacco products, and unauthorized prescription drugs are not allowed at any event and must be reported to law enforcement.
11. Animals and pets are not allowed unless needed to accommodate a disability.
12. Participants are responsible for any personal belongings. Electronics (ex: phones, iPods, video games, radios, laptop computers, etc.) may not be used at events unless they are needed as part of the event or in case of emergency, or with authorization from the event director. Without authorization, these items will be confiscated and returned to the participant (or the participants' parents/guardians) at the end of the event.

### Consequences

Unacceptable behavior during an event (as defined within this Code of Conduct or through a review process by staff/volunteer) will result in consequences to the participant. Consequences may include:

1. early release from this event without refund,
2. restitution or repayment of damages,
3. denial of future participation in the events,
4. releasing the youth to the appropriate law enforcement agency and/or the proper authorities.

*NOTE: Any conduct not specifically covered by this Code of Conduct, but deemed inappropriate by those responsible for the event will be viewed as a violation, and appropriate action will be taken. If an infraction occurs, the person in charge of the event will provide appropriate communication to parents/guardians.*

**Signature(s)** (Both signatures are required for participants under 18 years old.)

*I have read and understand the above "Code of Conduct" and will abide by the expectations described in the Code-of-Conduct. I understand that if I act inappropriately I will have to accept responsibility for my actions that may result in the consequences listed above.*

Participant Signature and Date \_\_\_\_\_

*I have discussed and reviewed this Code of Conduct with my child. I understand that failure to abide by this Code of Conduct may result in the consequences listed above which includes no refund. In the event that this code is violated, I agree to come to the event to pick up my child at the request of the adult in charge of the event. I further understand that if I refuse to pick up my child, am unavailable, or fail to make timely arrangements to retrieve my child, event staff may contact law enforcement or social services to provide necessary protection for a child in need of services. I acknowledge responsibility for all fees/charges that may result from said services.*

Parent/Guardian's Signature (for participant under 18 years old) and Date \_\_\_\_\_