

**KENTUCKY YMCA YOUTH ASSOCIATION**  
**KENTUCKY YOUTH ASSEMBLY (KYA)**  
**CONFERENCE STUDENT CODE OF CONDUCT AND DRESS CODE**

The purpose of this Code of Conduct is to identify personal behavior that is consistent with the purpose and objectives of the Kentucky YMCA Youth Association. The items within the Code are designed to protect the welfare of the program for current participants and future generations. A participant's personal behavior reflects upon one's self, one's Student YMCA, and the Kentucky YMCA. Registration in any Kentucky YMCA conference program indicates personal acceptance of the Code of Conduct. Any student sent home for violation of this Code will be at the expense of parent or guardian.

**EXPECTATIONS OF PARTICIPANTS**

1. Each delegate shall conduct himself/herself in an orderly and responsible manner before, during, and after all functions of the Kentucky YMCA conference programs.
2. All participants share the responsibility for their actions equally when violations of the Code are witnessed. Those who choose to be present when a violation occurs and do not immediately act to remedy and report the violation shall, by their own choice, be considered participants in the violation. In relation to this Code, there are no "innocent bystanders."
3. No delegate shall leave a Kentucky YMCA function unless the approval of his/her advisor AND the director of the program is secured. The delegate must be picked up and returned by a parent or legal guardian who must take responsibility for the delegate in writing.
4. Each delegate is legally and financially liable for the removal, defacing, or willful damage to public or private property. Any act of vandalism, destruction of property, or misuse of a facility may be a crime and will be treated as a potential criminal violation.
5. Food (including gum and candy) and beverages other than water (including those sold by the hotel) are not permitted in any meeting sessions.
6. Cell phones, music players, or other wireless communications devices are not to be used during any meeting session.
7. The use of tobacco products, burning of incense, possession of alcoholic beverages, and the use of legal or illegal drugs not in accordance with a prescription is forbidden at any Kentucky YMCA function.
8. Youth delegates may not enter rooms other than those assigned by the Y-Staff or advisor.
9. Physical intimacy between participants of any gender is inappropriate at all times while at Kentucky YMCA Youth Association Programs and is prohibited.
10. All delegates shall be in and remain in their assigned rooms by scheduled curfew and doors shall remain closed until scheduled end of curfew.
11. Badges shall be worn ONLY by the individual whose name is on the badge. Badge switching or sharing is strictly prohibited. Participants will wear their assigned badges at all times when they are not in their sleeping rooms, and must be visible at all times. Badges are to be worn around the neck and are not to be defaced, decorated, or altered in any way. There may be a charge for replacement badges.
12. Unless there is a fire, participants will not pull the fire alarm. Pulling a fire alarm is a serious offense, and any participant who does so will be held financially and potentially criminally liable. Hotel alarms automatically summon the fire department and create a great inconvenience and fear for the hotel and other guests.
13. Use of personal vehicles by students during Kentucky YMCA conferences is strictly prohibited.
14. Weapons of any kind and items that could cause injury or damage to participants and/or property are strictly forbidden.

**VIOLATION OF EXPECTATIONS**

All violations of this code of conduct are to be brought to the attention of the Y-Staff. Participants found to be in violation of the above expectations will be subject to disciplinary actions at the discretion of advisors and the Y-Staff including but not limited to: calls to parents/guardians; incident report filed; participant sent home; school policies implemented. If state or federal law is broken, Y-Staff will notify parent/guardian and law enforcement and participant will be sent home. At all times the Y-Staff reserves the right to alter disciplinary actions at their discretion.

**ROOMING POLICY**

I understand that conference delegates are typically housed four (4) to each room and that in order to participate in this program; I must share a room and bed with at least one other student of the same sex from my delegation. I may be roomed with students of the same sex from another delegation, in which case I will not share a bed with a person from another delegation. I further understand that I may not room with anyone other than YMCA conference delegates

-- not an advisor, parents, or other relatives -- without expressed notarized\* parental consent (\*notarization only required if student rooms with adult other than parent/legal guardian), and permission of Executive Director of the Kentucky YMCA. I also understand that I may not room alone.

**REFUND POLICY**

I understand that all fees are non-refundable. In the case of extenuating circumstances, a portion of the payment may be refunded by action of the Executive Director based upon written request from the student or parent.

PARTICIPANT DRESS CODE

KYA is a professional development experience. While at KYA, students are expected to abide by the following dress code. Conference name badges are part of this dress code and must be worn for all conference functions. Anyone not in compliance with the dress code may be asked to change clothes. Advisors will be notified of any violations. Kentucky YMCA staff reserves the right to consider removal of Delegation of Excellence from any delegation with three (3) or more reported dress code violations. ***\*Dress code will be enforced by delegation advisors.\****

**First night:** Business Casual; Business Professional for officers and candidates

**Second day:** Business Professional

**Second night:** Casual

**Third morning:** Casual; Business Professional for officers and candidates

Business Casual

- Collared shirt (tucked in)
- Dress shirt or sweater that covers shoulders  
\*\*NO sheer/lace/see-through portions on torso (front or back)\*\*
- Blazer, business jacket, and tie optional
- Business dress with skirt at bend of knee or longer (front and back) and covered shoulders

- Skirt at bend of knee or longer (front and back), including any slits.
- Trousers such as khakis or dress pants \*\*NO JEANS, LEGGINGS, or FITNESS PANTS\*\*
- Practical dress shoes and socks \*\*NO casual footwear (Uggs, Chuck Taylors, Toms, flip flops, etc.)\*\*

Business Professional

- Blazer, sport coat, or suit jacket
- Dress shirt or sweater that covers shoulders  
\*\*NO sheer/lace/see-through portions on torso (front or back)\*\*
- Collared dress shirt (tucked in)
- Tie or bow tie
- Business dress with skirt at bend of knee or longer (front and back) and covered shoulders

- Dress slacks or suit pants \*\*NO Jeans, leggings or fitness pants\*\*
- Business pantsuit
- Skirt at bend of knee or longer (front and back), including any slits.
- Practical dress shoes and socks \*\*NO casual footwear (Uggs, Toms, Chuck Taylors, flip flops, etc.)\*\*

The following are items of attire are not appropriate for all delegates at ALL TIMES (including Business and Casual dress):

- Tops that are: backless, sheer/transparent, low-cut, midriff-bearing, do not cover shoulders
- Skirts shorter than bend of knee (front and back)
- Shorts shorter than finger-tip length (front and back only)
- Hats
- Visible undergarments
- Bare feet
- Any clothing with inappropriate language or imagery, derogatory of any ethnic, religious, or social group
- Any clothing otherwise deemed inappropriate by the Kentucky YMCA Staff

DELEGATE SIGNATURE \_\_\_\_\_  
PARENT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_  
DATE \_\_\_\_\_

Kentucky YMCA Youth Association staff adheres to a Staff Code of Conduct governing appropriate interaction and behavior with children and teens. Staff members are not permitted to have planned contact with participants outside of YMCA functions, have participated in child abuse prevention training, and submitted to youth leader background checks. To report questionable conduct by a Kentucky YMCA staff member, call 800-860-7293.