**SkillsUSA Pennsylvania Western Region**

**Student Code of Conduct**

Discipline is an integral part of teaching and learning. Self-discipline is necessary if a student is to develop good work habits, attitudes and safety judgments as well as meet the technical and social demands of today’s world. A wholesome climate for developing self-discipline must be based on a mutual respect for the rights of other students, teachers/advisors and administrators. Respect for rights and responsibilities are demonstrated by a conscientious effort in workshops and compliance with rules and regulations. Because the goal of SkillsUSA Pennsylvania Western Region is to develop positive, constructive student behavior, discipline is administered to modify behavior, not to punish. The intent of this Code is to hold students accountable for their own behavior. Infractions of the code will result in the loss of privileges or other penalties such as disqualification or leaving the conference/competition.

The Student Code of Conduct is arranged in three categories or levels of severity as follows:

Level 1: Rule infraction of a minor nature that requires action by an advisor(s).

Level 2: Rule infraction of a more serious nature which requires the joint attention of the advisor(s) and disciplinary committee members.

Level 3: Major rule infractions that are referred directly to the disciplinary committee members.

**LEVEL 1**

Minor rule infractions on the part of a student(s) that impede orderly and safe conference procedures, or interfere with the orderly and safe operation of the workshop or hotel. Immediate intervention by the advisor(s)/workshop instructor(s) who is supervising or who observes the misbehavior is expected.

Some examples of minor infractions, not intended to be an exhaustive list, would include:

1. Causing a disturbance/horseplay

2. Disrespect of others

3. Inappropriate behavior

4. Minor insubordination

5. Refusal to cooperate with instructor/advisor

6. Failure to adhere to the dress code/nametag policy

7. Sleeping in workshops

8. Running in facilities

9. Minor safety infraction

10. Unexcused tardiness

11. Use of electronic devices during workshop sessions (unless permitted) and opening/closing.

Electronic devices include all IPods, MP3 players, IPads, Tablets, and Cell Phones.

12. Public displays of affection between students

**Disciplinary Options:**

1. Verbal reprimand

2. Personal talk with student from advisor(s)/workshop instructor(s)

3. Withdrawal of partial or all conference privileges

4. Report infraction to student’s advisor(s), if appropriate

**LEVEL 2**

Rule infractions of a more serious nature than Level 1 that require joint attention of advisor(s) and the disciplinary committee members and misconduct which, because of the frequency or seriousness, disrupts the rights of others.

Some examples of more serious infractions, not intended to be an exhaustive list, would include:

1. Repeated or continuation of Level 1 misconducts

2. Unauthorized or unexcused absence from a workshop

3. Major insubordination

4. Obscene/abusive language to instructor or student

5. Mixed company in a room without an advisor present

6. Theft (petty)

7. Fighting (minor)

8. Throwing of objects

9. Smoking/Smokeless Tobacco (substantial evidence)

10. Repeated violation of dress code

11. Repeated safety violations

12. Bullying, intimidation and harassment

13. Being on the hotel balconies

**Disciplinary Options:**

1. Withdrawal of all conference privileges

2. Conference with the student’s advisor(s) and the disciplinary committee members

3. Parents/Guardians and Principal contact

4. Deduction of 20 points from the school’s spirit points

**LEVEL 3**

The region cannot tolerate misbehavior that jeopardizes the safety of others in the conference setting.

Some examples of serious infractions, not intended to be an exhaustive list, would include:

1. Continuation of unmodified misconduct in previous levels

2. Physical aggression toward an advisor, workshop instructor,

student, alumni, guest, or patrons/employees of the resort

3. Fighting or assault

4. Falsification of documents/cheating during the conference

5. Not occupying your assigned room during curfew hours

6. Leaving hotel grounds without permission

7. Aggravated bullying, intimidation or harassment

8. Vandalism to hotel, instructor or other’s property

9. Theft (grand larceny)

10. Possession, use and/or transmission of alcohol, drugs, drug related

paraphernalia or large quantity of pills (legal or illegal.)

11. Attending the conference under the influence of alcohol/drugs.

12. Throwing of objects which would be potentially dangerous to another’s safety

13. False alarms/bomb threats

14. Possession, use, selling/giving dangerous weapons, including fireworks, pocket knives, mace, laser pointer

15. Possessionof any tobacco product/smoking

**Disciplinary Options:**

1. Student will be immediately sent home from the conference (at the parents/guardians expense)

2. Referral to law enforcement

4. Deduction of 40 points from the school’s spirit points

**Procedure for Level 2 & 3 violations:**

1. Advisor(s)/workshop instructor(s) initiates conduct report

2. The student is referred to the disciplinary committee members for appropriate disciplinary action

3. Proper records of the offense will be placed in the region’s file

**\*Authority\***

**It is an administrative policy of SkillsUSA Pennsylvania Western Region that any advisor, workshop instructor, alumni, board member or registered guest of SkillsUSA Pennsylvania Western Region has the prerogative to correct any student at any time during the conference if the action(s) of the student(s) will in any way have a detrimental effect on the conference, other students or hotel guests/employees.**