

**Dwight Hall Code of Conduct
For Youth Serving Programs**

Thank you for participating in a Dwight Hall Program. The mission of Dwight Hall is to foster civic-minded student leaders and to promote service and activism in New Haven and around the world, and your continued commitment and dedication to this mission is valuable and appreciated. In order for Yale volunteers to participate in service-oriented programs and events in a way that promotes positive experiences for all, Dwight Hall has developed certain critical regulations.

Please carefully read these regulations, and indicate your agreement to abide by them by signing the Dwight Hall Code of Conduct Agreement Form on the last page. Please submit your signed agreement to **Mark Fopeano**, Program Director of Dwight Hall.

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Dwight Hall expects that you will abide by the Yale Undergraduate Regulations, which apply to all Yale College students. By signing this Code you are consenting to abide by the Yale Regulations and the Dwight Hall Code of Conduct.

Definition of “Participant”

The term “Participant” as used in these regulations means any person under the age of 18 or any non-Yale student participating in a Dwight Hall youth serving program.

Drug and Alcohol Use

Regardless of your age, you may not drink alcohol or be under the influence of drugs (other than taken as prescribed by a health care provider) or alcohol while participating in a Dwight Hall Program, or while operating a vehicle or equipment owned or leased by Dwight Hall or Yale University.

The unlawful manufacture, possession, distribution, transfer, purchase, sale or use of alcoholic beverages or illegal drugs while on Dwight Hall or Yale University property, while participating in a Dwight Hall Program, or while operating a vehicle or machine leased or owned by Dwight Hall or Yale is strictly prohibited. Failure to comply with these policies is likely to result in disciplinary action by the Dwight Hall Student Executive Committee, the Dwight Hall Board of Directors, and/or by the Yale College Executive Committee.

You may not participate in a Dwight Hall Program while using any medication that might adversely affect your judgment, your safety, or the safety of others.

Weapons

You may not carry a firearm or other weapon while on Dwight Hall or Yale University property or while participating in a Dwight Hall Program.

Smoking

Smoking is prohibited on Dwight Hall property and/or while participating in a Dwight Hall Program with Participants. Additionally, you should be aware and respectful of any additional limitations regarding smoking established by any organization or location you visit while participating in a Dwight Hall program.

Accident Notification & Medication

You must report all accidents, injuries, and other emergencies to the Director of

the Dwight Hall Program in which you are participating. The Director of this specific Dwight Hall program must then report the event to their Membership Coordinator on Dwight Hall's Student Executive Committee, or an adult supervisor and/or staff member at Dwight Hall. You may not administer medication of any kind to any Participant in a Dwight Hall Program.

Transportation

You may never transport Participants in a car owned by Yale University or Dwight Hall, and you may never transport Participants by car in connection with a Dwight Hall program.

Dress

You are expected to dress in a manner appropriate to the Dwight Hall activity. You are also expected to be mindful of the dress code expectations of your program site.

Language

You must not use profanity or sexually suggestive language when participating in a Dwight Hall Program, regardless of whether others are using such language. You are expected to act and speak professionally at all times. Remember that while participating in a Dwight Hall Program, you are not solely an individual volunteer, but rather a representative of Dwight Hall and Yale University.

Alone with a Participant

You should avoid being alone with a Participant who is in your charge in relation to a Dwight Hall program. Certain Dwight Hall programs by their nature (such as mentoring programs) may require you to work individually with Participants. In such cases, you should try to meet with the Participant in a public place. If you are working in a school setting and need a quiet place to concentrate, you should meet with the Participant in a location observable by teachers or parents, such as offices with windows or outdoor spaces. Under no circumstances should you be alone with a Participant in a room with the door closed.

Socializing and Communicating with Participants Outside the Dwight Hall Program

You are expected to act professionally when participating in Dwight Hall Programs. This is especially important when interacting with Participants. In certain circumstances, communicating with a Participant via text or email may be necessary or beneficial in order to discuss a program activity. If such a need arises, you may communicate with a Participant outside the Dwight Hall Program if and only if you receive express, advance, written (including e-mail) permission

from the Participant's parent or legal guardian and the director of the Dwight Hall Program. These signed permissions should be given to Mark Fopeano, program director at Dwight Hall, to keep on file. When such permission has been granted, you must include the Program Director in your email communications with the Participant.

You may not socialize with Participants outside the Dwight Hall Program. Communicating via a social network, such as Facebook, Twitter, or MySpace, is never permitted. Furthermore, socializing by telephone, email, or text messages is not permitted when the communication isn't part of your responsibilities as a member of your Dwight Hall Program.

If you are working with a Participant in a school setting, you must follow the school's policies regarding socializing and communications, and you are responsible for learning those policies. If a school has no policy on communications or socializing, or its policy would allow you to socialize outside the Dwight Hall Program, you must follow Dwight Hall's policy as explained above.

Whenever in doubt about the appropriateness of any interaction with a Participant, you should contact your on-site supervisor, the director of the Dwight Hall Program, or a Dwight Hall Administrator.

Abuse and Neglect

At no time, nor for any reason, may you physically punish any person in a Dwight Hall Program. Any incidence of physical punishment will result in termination of your participation in the program and may result in legal charges and/or discipline by the Yale College Executive Committee.

If you are working in a school setting, you must report immediately to your on-site supervisor any incident you observe or learn about that involves physical abuse, sexual abuse, molestation, physical or sexual harassment, or any conduct that adversely affects the safety of the Participants you are working with.

If you are not working in a school setting, you are required to report immediately to the Director of your Dwight Hall Program any incident you observe or learn about that involves physical abuse, sexual abuse, molestation, physical or sexual harassment, or any conduct that adversely affects the safety of the Participants you are working with. The Program Director must then report the incident to a Dwight Hall Administrator without delay.

Sexual Misconduct

Dwight Hall and Yale University are dedicated to providing an environment that is free from sexual misconduct. An environment in which sexual misconduct exists at any level is offensive and will not be tolerated by Dwight Hall or Yale University.

If you are found to have engaged in sexual misconduct, your participation in the program will be terminated and you may be subject to legal sanctions and/or discipline by the University-Wide Committee on Sexual Misconduct.

If you believe that you have been the subject of sexual misconduct, you should report the incident to the Title IX Coordinator for Yale College, the University-Wide Committee on Sexual Misconduct, and/or the Yale or New Haven Police Departments. You may also obtain counseling and information from the SHARE Center.

You may not have a sexual or amorous relationship with a Participant in any Dwight Hall program, regardless of whether you believe the relationship is consensual.

Nondiscrimination

While participating in a Dwight Hall program, you must treat all persons equally and with respect regardless of sex, race, color, religion, age, disability, status as a special disabled veteran, veteran of the Vietnam era or other covered veteran, or national or ethnic origin, or on the basis of sexual orientation, or gender identity or expression.

Dwight Hall Code of Conduct for Youth Serving Programs

I have read the enclosed regulations for Yale students participating in Dwight Hall programs. I understand that by signing this Agreement I am agreeing to abide by these regulations and by the Yale Undergraduate Regulations.

I understand that any violation of these regulations may result in termination of my participation, discipline by the Dwight Hall Student Executive Committee, staff, or by the Dwight Hall Board of Directors, and/or referral to a disciplinary body of Yale College.

Printed Name

Signature

Date