

STUDENT CONDUCT PRACTICES AND PROCEDURES

OKLAHOMA SkillsUSA CHAMPIONSHIPS/LEADERSHIP CONFERENCE

GENERAL

All participants shall abide by all local school rules, practices and procedures. All participants shall keep the designated school personnel informed of their activities and whereabouts at all times. Individuals not officially registered with the Conference will not be permitted at the hotel or in any conference area. Participants shall not use their own car or ride in cars belonging to others during the State SkillsUSA Conference unless accompanied by an authorized advisor.

All participants shall attend all sessions and assigned activities. All participants are responsible for knowing their own schedule as well as being prompt and prepared for all conference activities. Name badges are needed for entry to all conference meetings, contests, and events. Arrangements for replacing lost name badges can be made by an advisor in SkillsUSA Headquarters.

DRESS CODE

All conference participants are expected to wear official SkillsUSA attire during General Sessions. Official attire for males includes a red blazer, sweater, or windbreaker worn with white dress shirt and black tie, black trousers, and black socks/shoes. Official attire for females includes a red blazer, sweater, or windbreaker worn with white blouse, black skirt or slacks, and black shoes with clear hose. During recreation or free time, casual clothes are appropriate. Avoid sexually suggestive clothing, any clothing with suggestive wording or advertising, and other items that would reflect negatively on you, your school, or the Oklahoma SkillsUSA Association.

TOBACCO, ALCOHOL, AND CONTROLLED SUBSTANCES

Smoking is strictly prohibited by any secondary student.

Smoking is not permitted by any post-secondary member or advisor while wearing official SkillsUSA attire. Use of alcoholic beverages or any controlled substance is strictly prohibited--violators are subject to immediate disciplinary action, which includes being sent home immediately at the student's expense. Medals, trophies, ribbons, or certificates will not be awarded to violators.

HOTEL

Students will stay in the hotel and fairgrounds areas at all times unless accompanied by an advisor. Males are not allowed in females' rooms and females are not allowed in males' rooms unless an advisor is present. Curfew each night is strictly enforced. All students are to be in their assigned rooms by curfew. Failure to comply will result in all students involved being sent home immediately at their own expense. Medals, trophies, ribbons, or certificates will not be awarded to violators.

Official check-in time is 4 p.m. A school purchase order must accompany rooming list for "direct billing" procedures. Hotel check-in procedures will be completed as rooms become available in the hotel. Upon check-in, the hotels will ask for each advisor's signature on a release, which holds that individual and their school responsible for all guest rooms for which that advisor is responsible. Any charges incurred because of damage to the guest rooms or extensive cleaning that might be needed will be the responsibility of the advisor who signed the release. In addition, each advisor (one per 8 rooms) will be given a pre-check-in report and a post-checkout report. Each advisor will check all eight rooms for any damages, cleanliness, etc, prior to the students occupying the rooms. The advisor will turn in the checklist on the day of arrival to the front office manager on duty. Upon checkout, again each advisor will inspect all eight rooms for damages, cleanliness, etc, and turn in the checklist to the front office manager on duty before leaving the hotel. All room keys must be returned to the front desk during checkout by advisor. **Each school will be responsible for unpaid charges left on account at time of checkout and any property damage within their assigned room blocks.** An advisor must make any arrangements for checkout after 12 noon with hotel staff.

This is to certify that _____ has my permission to attend the State SkillsUSA Leadership Conference and Skill Championships. We agree that high school and adult students must follow the above stated guidelines. Furthermore, we agree that school and Conference officials have the right to take appropriate disciplinary action should any of the above guidelines be violated.

Students Signature

Parent/Guardian Signature

Instructor's Signature

School Official's Signature