

American Sokol Instructors School *Policies & Code of Conduct*

Lights Out:

The Instructors Course follows a rigorous and demanding two week schedule for both students and staff. Students are given approximately eight hours of sleep time and are expected to get adequate rest during that time each night. Not getting enough sleep over a period of time poses a significant risk to the safety of the individual and to the group. Lights out is a peaceful environment and must be maintained as such. Any disruptive or otherwise inappropriate behavior during that time will be addressed accordingly.

Staff members, responsible adults and CQ's (Captain of Quarters – a participating student) will be responsible for supervision of the dorms during lights out.

Students who are found out of their quarters after lights out will receive an appropriate disciplinary action. Students who are repeatedly found out of their quarters after lights out will be removed from their sleeping quarters and given alternative sleeping arrangements. If it continues to be a problem the student will be sent home.

Attire:

Proper attire is an important component of Instructors School. The attire worn should be appropriate to the activity or event. Attire must not pose any risk to the safety of the individual or group at any time. Instructors may deem any attire that is ill-fitting, (whether too tight or too loose), too suggestive or provocative (including vulgar language, pictures, etc. printed on T-shirts, etc.) as inappropriate. In all areas, at all times, students must remain properly dressed. Personal hygiene is of obvious importance and students will exercise reasonable judgment as to their individual care.

Appropriate footwear must be worn during various activities. Gym shoes/tennis shoes are required for all outdoor activities. Footwear of some type must be worn in the dining area at all times for health concerns.

Students dressed inappropriately will be sent back to their quarters to change with some consequence deemed appropriate by the Instructor whose class he/she is missing.

Students coming to the school lacking necessary and appropriate attire, will call home, so parents can send them. Please note laundry facilities are not always available at certain school locations. When they are available, students are asked not to abuse this privilege.

Guests:

Adult family members may be allowed at scheduled times and prescribed areas during the Instructors Course at the discretion of the Instructors School Staff. Guests of any kind local friends, Sokol friends, etc. will NOT BE ALLOWED AT THE SCHOOL, EXCEPT FOR THE GRADUATION MEAL AND CEREMONY. In the past, guests coming even at scheduled times, have become too much of a distraction for the students trying to attend classes, study, etc.

Technology:

Devices falling into the technology category can include, and are not limited to: CD Players, Walkmans, MP3 Players, Handheld Computers, Palms, Laptops, Electronic Games, DVD Players, Wireless Internet Access/WiFi, Two-Way Radios, Pagers and Cell Phones.

Given the features of these devices, students may only use them at scheduled and/or prescribed times at the discretion of the School Staff, School Director, and the Officer of the Day.

Students will not be allowed to use these devices during class time unless they are part of the curriculum of the school.

Devices may be taken away when they become distracting, disruptive, pose a danger or risk to safety, or used at inappropriate times.

Cell phones have become a particular nuisance in the last couple of years. While they do help alleviate the problem of all students trying to use one pay phone or one office phone, it has certainly been a privilege that has been abused. The policy is students may bring cell phones, but they will be “collected” the first evening at our orientation meeting. From then on they will be brought out and only be allowed to be used at the appropriate times (basically the student’s free time immediately following meal time and study time before lights out). If this privilege is abused, the student will lose the use of their cell phone.

Student Code of Conduct:

I will abide by all Sokol Instructors School rules, policies, and procedures.

I will participate in all classes and activities to the best of my abilities and knowledge. I will do this with a positive and enthusiastic attitude.

I will exemplify Sokol's values and teachings of good citizenship, with respect to all other students, staff, volunteers and guests. I value and will promote positive manners, language and behavior that reflect favorably on myself, Sokol, its members, goals, and philosophy.

As a responsible Sokol student, I will set a positive example of how to treat fellow students and Instructors and encourage others to do the same.

I understand I have a responsibility not only for myself, but also my fellow students and Course Instructors. I will do everything in my power, including going to the appropriate adult in charge to ensure everyone's safety, well-being and self-respect.

I will take responsibility for my own actions and any mistakes I have made. I understand a range of consequences based on the severity of the incident(s), may occur if I fall short of following the rules, policies and procedures.

I will live by this Code of Conduct during and beyond the Instructors School and in all Sokol Activities, throughout my entire life, by demonstrating Sokol's philosophy of sound mind and strong body.

Student's Signature _____ Date _____

Parents' Responsibility:

As the parent(s) or legal guardian of the above student, I have read the Code of Conduct and Policies my son/daughter is expected to follow. I understand any illegal, inappropriate or unsafe behavior could result in a range of consequences including my student being sent home early.

I understand if my child is sent home early, any additional changes associated with this change in travel arrangements are arrangements are at my expense, and that there is no refund of the course fee.

I understand if my child is responsible for any destruction of property, whether it be to the facility, rented equipment such as cots, or another student's personal property, I am responsible for reimbursement to the appropriate person(s).

Parent's Signature _____ Date _____

One copy of this paper must be returned to the school secretary.