

# Code of Conduct

## Oklahoma Technology Student Association (TSA)



Local TSA chapters attending an Oklahoma TSA event will need to abide by the following guidelines. The purpose of the Code of Conduct is to ensure that OKTSA members, advisors, and guests who attend a conference are aware of expected behavior. It is the Chapter Advisor's responsibility to discuss the form with all conference attendees and stress the importance of abiding by the rules. Oklahoma TSA is proud of our reputation and encourage Chapter Advisors to closely monitor students at all conferences. Chapter Advisors must submit a Statement of Assurance Form certifying that all attendees have read and understood the OKTSA Code of Conduct.

### CONDUCT POLICIES AND PROCEDURES

The following conduct policies reflect minimum behavioral standards for all attendees. The policies are in effect for any local, state or national TSA function held in-person and/or virtually. All attendees are expected to:

- Obey all local, state, and federal laws.
- Behave in a courteous and respectful manner, refraining from language and actions that might reflect poorly on themselves, their chapter, their school, or upon OKTSA.
- Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the businesslike atmosphere, association with non-conference individuals, or activities that endanger self or others.
- Keep their adult advisors and chaperones informed of their whereabouts at all times.
- Accidents, injuries, and illnesses must be reported to the Chapter Advisors or State Advisor immediately both during in person and virtual events.
- Observe the curfews as listed in the conference program. Advisors as well as security personnel will enforce curfews. Curfew is defined as being in your own assigned room by the designated hour.
- Act as guests of the hotel and conference center. Attendees must obey the rules of these facilities. The facilities have the right to ask an attendee or attendees to leave. Individuals or chapters responsible for damages to any property or furnishings will be responsible for its repair or replacement.
- Avoid alcoholic beverages and controlled or illegal substances (drugs) including, but not limited to, e-cigarettes and vaping. These items must not be used or possessed at any time, or under any circumstances. Use or possession of such substances may subject the attendee to criminal prosecution.
- Use virtual and online conference platforms (such as the conference app, conference program, chats, forums, discussion boards, email, etc.) responsibly and in a professional manner that contributes positively to the conference environment.
- Represent their chapter, school, and themselves appropriately on social media (Facebook, Instagram, Twitter, Snapchat, TikTok, Discord, etc.). This includes, but is not limited to, posts, photos, videos, comments, shares, and retweets that use foul language; negatively portray the attendees, chapter, school, or TSA; and/or portray or insinuate illegal behavior such as underage drinking, texting while driving, violence, etc.
- Refrain from engaging in any lewd, indecent, sexual, or obscene act or expression. Attendees shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person, including but not limited to slurs used against a person based on race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited. This includes harassment or abusive conduct using a digital device.

### DISREGARDING OR VIOLATING THE CODE OF CONDUCT

Attendees who disregard or violate this code will be subject to disciplinary action, including, but not limited to, forfeiture of privileges to attend further events, dismissal from the conference, and being disqualified from your competitive event(s) and being stripped of any awards or recognition pertaining to the conference. Parents/guardians will be notified and OKTSA reserves the right to notify law enforcement. Any Code of Conduct violation must be brought to the attention of the State Advisor prior to the conclusion of the conference.

**ATTENDANCE AT ANY OKTSA FUNCTION IMPLIES ACCEPTANCE AND PRACTICE OF THESE STANDARDS.**