

GEO-REx CONDUCT RULES AND DISCIPLINARY PROCEDURES

Oklahoma State University GEO-REx Participant Rules and Disciplinary Procedures Parent/Guardian/Camper Acknowledgement

- a. Participants are to remain on campus for the duration of the program unless program activities require otherwise. If a participant needs to leave campus for some reason, GEO-REx Directors must receive a written request by email from the parent or guardian, and grant specific permission.
- b. Campus regulations prohibit the use of alcohol, tobacco, and other illegal substances. Participants may not possess, use, distribute, or sell alcoholic beverages, tobacco, drugs, firearms, weapons or fireworks.
- c. Participants must attend all workshops, classes, and planned social or recreational activities unless given the option to opt-out. The GEO-REx program is designed to be a full-participation experience.
- d. Participants must never misuse internet privileges. Attempting to access unauthorized sites is strictly prohibited.
- e. Participants must abide by rules and guidelines set by the instructors for each activity, including field trips and laboratory and equipment use. If safety rules are violated, participants will be warned for the first violation. Further violations of safety rules will result in being asked to leave the camp.
- f. Any individual found tampering with any fire equipment (i.e. fire extinguishers, fire alarms, smoke detectors, etc.) will be dismissed from GEO-REx immediately. Participants may not interfere with any security system or tamper with locks in participant rooms and other areas.
- g. All furniture must remain unchanged and kept in place.
- h. Vandalism and pranks will not be permitted. Any damages caused in rooms or common areas will be charged to the responsible party. Replacement cost will be charged to anyone who removes or damages University property.
- i. Participants are not allowed to drive or ride in personal vehicles during the dates of the GEO-REx unless they receive specific permission to do so from the Program Director. While we understand that some participants will drive to the campus, our policy is that they will not leave campus during the duration of GEO-REx. Any vehicles parked on campus must have a University Parking Permit. Parking permits will be issued during on-site registration, and clear instructions will be given as to where parking is authorized. It will be the responsibility of the participant to secure a permit, properly place the permit in the vehicle, park the vehicle in an authorized space, and store their keys safely until the end of GEO-REx activities. Neither Oklahoma State University, nor the program staff, will be responsible for damage to vehicles or for any parking tickets, fines, or towing charges that result from violations.

Rules for overnight campers staying in Oklahoma State University housing:

j. Coed visitation in the residence halls is permitted in the common areas only. The only people permitted in rooms are staff, members of the participant's immediate family, the participant's roommate and other participants of the same gender residing in that residence hall.

k. Participants will abide by nightly curfews and quiet hours announcements from the GEO-REx Director or GEO-REx Counselors/Chaperones. Participants must be in their OWN room for quiet hours and remain there until morning.

l. Participants should keep their rooms locked at all times even if leaving the room for only a few minutes. Neither Oklahoma State University, nor the GEO-REx staff, is responsible for lost or stolen items. A participant should take their room key when leaving their room. Those who lose a key must pay for a replacement. Leave excess money and valuables at home. Valuables, including jewelry, cell phones, computers, game consoles, etc., may be brought to GEO-REx, but only at Participants' own risk.

Disciplinary Procedures:

Each participant has a reasonable expectation to enjoy a positive program experience. Therefore, the misbehavior of one participant, or a group of participants, should not be permitted to impact negatively on the program experience of others. Most programs are short in duration, so prompt action is required when problems occur. Parents and participants should be aware of the disciplinary policy.

First Offense: Participants failing to adhere to program rules, or exhibiting behavior clearly intended to annoy or endanger other participants, will be formally warned by GEO-REx Staff and informed that subsequent misbehavior will result in formal counseling by the GEO-REx Director.

Second Offense: Subsequent misconduct will result in counseling by the GEO-REx Director and/or their Representative and a warning that further misconduct will result in removal from GEO-REx. Representatives may include, but are not limited to: GEO-REx Faculty leading field trips, research projects, or workshops, and the BPSOG School Head. At this point, the GEO-REx Director will contact the parent or guardian to advise him/her of the situation and the possible need for picking the child up from camp if there is further misconduct.

Third Offense: Any further inappropriate behavior will result in counseling by the GEO-REx Director and expulsion from Program.

NOTE: OKLAHOMA STATE UNIVERSITY EXPECTS EACH PARTICIPANT TO HAVE A SUCCESSFUL PROGRAM EXPERIENCE. ANY OF THE STEPS OUTLINED ABOVE MAY BE OMITTED OR REPEATED AT THE DISCRETION OF GEO-REx STAFF. PARTICIPANTS DISMISSED FROM GEO-REx FOR DISCIPLINARY REASONS WILL NOT RECEIVE A REFUND OF ANY FEES PAID TO ATTEND PROGRAM.

It should be understood this procedure is intended to provide a reasonable and consistent method for dealing with the type of behavior that can be disruptive to a program but is not so egregious as to warrant immediate dismissal from the program. It in no way precludes immediate dismissal from the program for more serious disciplinary problems or violations of campus or program regulations.

A serious disciplinary problem is defined as one in which the GEO-REx staff determines that a participant is engaging in inappropriate behavior that includes, but is not limited to the following:

- actions which put the participant, other participants, or GEO-REx staff member's safety in jeopardy;
- physical, emotional, or electronic harassment/harm against self, GEO-REx staff or fellow GEO-REx participants;
- unsafe use of scientific equipment or instrumentation;
- reckless behavior while on field trips or while in GEO-REx program vans/cars, including failure to obey the field trip leader and GEO-REx staff;
- inflicting physical or emotional harm on self or others, vandalism or destruction of University property;
- theft of University property or the property of another participant;
- consistently disrupting GEO-REx program activities;
- possession of alcohol, tobacco, drugs, or weapons; fighting; sexual harassment;
- behavior that is serious enough to warrant a third offense.

I acknowledge I have read the above Oklahoma State University Youth Program/Camp Participant Rules and Disciplinary Procedures.