

## UNCW Youth Programs Student Code of Conduct

To ensure that everyone has a positive experience while participating in a camp or program located at facilities of the University of North Carolina Wilmington (“UNCW”), students attending the Program are expected to behave in a disciplined, responsible and respectful manner when engaging with online learning. Failure to follow these rules and regulations will subject the students to immediate disciplinary action as described more fully below.

*As a condition of the student’s participation, both parents/guardians and students must agree that neither UNCW nor the instructors, staff members, resident assistants are guarantors of the safety of the students, particularly for the students’ unsupervised time and instances where the students fail to follow applicable rules and regulations.*

### Parents will:

- provide all necessary camper information (related to learning and/or physical disability or behavioral disorder) to ensure that their child has a safe and positive program experience and informs the program staff of the best way to interact with/manage their child
- review the Student Code of Conduct with their child prior to program orientation;
- attend mandatory program orientation Sunday prior to program
- assist your child in setting up a “lab space” in the home environment that meets the goals of the program, including use of any online safety protocols, reliable internet, and computer access. A cellphone should not be part of the “lab space.”
- be responsible for troubleshooting any technical difficulties originating with the “lab space” device or internet service
- inform program staff if your child is having any challenges with the online learning experience and/or technology
- ensure a designated caregiver is physically present during program sessions to monitor child’s participation and safety, including the use of any STEM kit
- inspect STEM kit contents and instructions and contact program staff with any questions related to use or safety (Note not all camps will have a STEM kit)
- ensure the participant logs on at scheduled times and is prepared for the program each day
- limits distractions (i.e. cellphone usage) and keeps participants safe throughout the participation of the program
- ensures there is time for the participant to complete any assignments
- communicate with staff prior to program staff start time if participant is going to be absent
- work with program staff to resolve issues that may arise
- respect intellectual property rights of program material
- Report illegal or inappropriate online behavior by program participants, including their own child to program staff, or by program staff to university police (910) 962-2222 [https://uncw.edu/policies/documents/02.250\\_minorpolicy\\_122212final.pdf](https://uncw.edu/policies/documents/02.250_minorpolicy_122212final.pdf)

### Parents will not:

- interact with program staff in a threatening/abusive manner at any time (in person or on the phone) or their child will be dismissed from the program without tuition/fee refund
- interact with other campers or their parents in a threatening/abusive manner at any time (in person or on the phone) or their child will be dismissed from the program without tuition/fee refund.
- interrupt program sessions
- take nor share screenshots or images of your child, participants, or program staff
- invite others into the program session and field of sight

- provide access to program materials to any others who have not paid a registration fee to participate in the program
- share links or passwords for program meetings or content

**Students will:**

- participate in the online environment to the same standard as a physical environment, including participating when called on, listening attentively, and minimizing distractions to others (including background noise)
- practice appropriate online etiquette involving proper behavior and safety protocols as described in the welcome packet
- maintain the privacy of any links or passwords for program logins
- respect the access you are being provided to UNCW learning platforms (i.e. Canvas)
- respect your program schedule including log-on times and activity deadlines (attendance at all sessions is expected)
- leave settings to video on and mute audio unless otherwise directed by program staff
- notify program staff prior to taking any necessary short break and will remain logged into session (i.e. bathroom, medicine, snack)
- respect all safety guidelines required by program staff particularly as they relate to an online learning environment
- immediately report cyber-bullying to your parent/guardian and program staff
- respect other people's camp experience and privacy\*
- respect program staff requests and follow all their directions with a positive attitude
- respect all program changes made based on weather or safety related considerations (i.e. live from the field)
- respect the differences in other people; make an effort to include everyone in an attempt to build community
- be respectful of UNCW students, staff, and guest speakers who participate in your program
- inform your parent/guardian and/or program staff if you are having any challenges with the online learning experience and/or technology
- immediately let program staff know if you are not feeling included in group or shared activities
- dress appropriately as if you were attending an in-person program (See dress code)
- maintain a designated "lab space" you will use to participate in online camp
- inventory STEM kit materials in advance with parent/caregiver, review all safety instructions and use only how and when camp personnel instruct you to
- behave in an age-appropriate manner

**Students will not:**

- engage in cyber-bullying
- share links or passwords for program meetings or content
- use the online environment to put any fellow campers or program staff at risk
- miss or arrive tardy to a session/program day without parental consent and informing staff beforehand
- take or share screenshots, images, or videos of fellow participants or program staff (cellphones should not be part of the "lab space" or used during the program)
- behave in a manner that may hurt another student or staff member's feelings
- use derogatory terms or offensive language at any time
- display inappropriate or offensive items during program (weapons, drugs, cigarettes, e-cigarettes, R-rated materials, etc.)
- invite others into the program session and field of sight
- alter, damage, destroy, and/or deface the MarineQuest brand and/or logo

- have a personal cell phone in their possession at any time during the online portion of camp for any reason
- in any way encourage others to violate the code of conduct.

I understand and acknowledge that if I chose not to follow the Student Code of Conduct that on my:

**First Offense** – If not already disabled, my audio will be suspended. If I continue to be a visual distraction, my video will also be suspended for the remainder of the session. Access to online materials may be temporarily suspended. At the conclusion of the session, program staff will contact parent/caregiver to discuss offense.

**Second Offense** - I will be suspended from all online program activities and materials for the day. Again, parent/caregiver will be contacted.

**Third Offense** - My parent/guardian(s) will be called notifying them of my dismissal from the program. No refunds will be issued.

**Furthermore, I understand that MarineQuest has a zero-tolerance policy for some actions. In these cases, students will be immediately dismissed, even if it is their first offense, and will not receive a program refund. Please note, any violation of rules, regulations, or policies governing the program may result in a Zero-Tolerance offense. However, the following are absolute Zero-Tolerance offenses:**

- cyber-bullying to include any harassing, threatening, or intimidating behavior based on the program's interpretation
- any violation of local, state, or federal laws
- introduction of inappropriate materials
- taking or sharing screenshots, images, or videos of fellow participants or program staff
- any conduct judged by the directors and staff of the Program or UNCW to be inappropriate, immature/attention seeking/harmful to oneself or others, dishonest, disruptive, disrespectful or otherwise unacceptable.