

Sachem Robotics (FRC Team 263) Code of Conduct

FIRST Code of Conduct

The *FIRST* mission is to inspire a generation of science and technology leaders who are both gracious and professional. This *FIRST* Code of Conduct lists some of the basic behaviors' mentors, coaches, volunteers, team members, affiliate partners, contractors, staff, and other participants should adhere to while participating in *FIRST* activities.

- Exhibit Gracious Professionalism® at all times. Gracious Professionalism is a way of doing things that encourages high-quality work, emphasizes the value of others, and respects individuals and the community. With Gracious Professionalism, fierce competition and mutual gain are not separate notions.
- Ensure the safety of all participants in *FIRST* activities.
- Not engage in any form of bullying, harassment, use of profane or insulting language, or any actual or threatened violence.
- Adhere to all *FIRST* Youth Protection Program (YPP) policies.
- Report any unsafe behavior to event or local *FIRST* leadership.

Persons who do not comply with this Code of Conduct may be barred from participating in *FIRST* activities.

Sachem Robotics Code of Conduct

Sachem Robotics expects all team members, alumni, parents, and mentors to follow the FIRST Code of Conduct listed above. Some additional guidelines are listed below. This list is not comprehensive but is representative of the conduct we expect participants to follow.

- Act in a courteous and cooperative manner.
- Be respectful of others and behave in a way that protects the health and safety of themselves and others.
- Be respectful of the facilities, tools and equipment being used by the team.
- Shall not use profane, obscene, or vulgar language in written, gestured, or verbal form. Recognizing that different people have different boundaries regarding offensive language/gestures, a warning should be issued to establish a boundary for a given person.
- Shall not participate in stealing, intentional damage of property, or malicious use of technology including but not limited to computer hacking or unauthorized modification, alteration or change of information in any team documents or software.
- Be respectful during all team and sub-team meetings. Respectful behavior means students are not talking, working on projects, or using their phones or other electronic devices unless the activities of the meeting necessitate device use.

This Code of Conduct applies, **but is not limited to**, when students, alumni, parents, mentors are in the room, traveling with the team, at robotic events, working outside of the room or waiting for the room to open, or otherwise representing Talon Robotics.

Student/Mentor Escalation Process

The below escalation process is to be followed to alert the mentor council of problems or potential violations of this Code of Conduct.

- If a student or adult notices a potential violation of this Code of Conduct, he/she is expected to bring his/her concerns to the mentor in the room. If not comfortable telling

- the mentor in the room, another mentor or parent(s) should be notified.
- The mentor receiving a report of problems MUST bring that report to all of the mentors in a timely manner. If a parent(s) has been notified, the parent(s) is encouraged to notify the full mentor council in a timely manner.
 - The mentors will be responsible for notifying the appropriate school administrators (if necessary).
 - If there is a conflict or dispute between two or more students and there can be no clear determination of who is at fault, the mentor will ask all involved parties to leave the room and report the incident as described above.

Rules of the Room / Events, where applicable

- Students are not allowed in the Robotics room unless a mentor is present. ● Students should follow all mentor/staff direction.
- Safety glasses should be always worn (except during team meetings).
- No running or horseplay is allowed in the Robotics room.
- Students must be trained and signed off to use power tools. See a mentor/captain if you need to be signed off on a power tool.

- Prior to leaving Robotics room, students must:
 - **Clean the room and put all items back in their proper location.**
 - **Move all Robotics related items into their proper storage areas, away from the general work area of any class in the room.**
 - **Sweep and empty all garbage cans and recycle bins.**
- We share the room with the daytime instructional programs. Do not touch, or move, any of the daytime class work in the room. Their projects may be very fragile. Be respectful of their work. ●
- Access/use of the machine shop is subject to the rules set forth by the mentors and tier system.
- Students should incorporate time for each of the cleaning items above into their scheduled time in the room. This means students should determine their departure time and then do the necessary cleaning prior to that departure time.
- Students are expected to ask for help. If you don't know what is going on or are unsure how to accomplish a task assigned to you, ask an adult or experienced team member to help.

Students are expected to follow all team and FIRST guidelines listed in the team handbook (google classroom)

Guidelines for Disciplinary Action

Violation of the Code of Conduct or Rules of the Room and the first step in any disciplinary actions will be determined by the Mentors. Based on the severity of the offense (first or otherwise) and the facts and circumstances of the events, the Mentor reserves the right to implement a course of action that differs from the one listed below including different consequences up to and including removal from the team. The student will be informed of the details of his/her violation and will be kept informed of the status of the subsequent review throughout the process.

***First violation:* A mentor will ask the student to leave the robotics room for the day.**

- A Mentor will notify the student's parent/guardian of the first violation.
- A person violating the Code of Conduct may be asked to leave the pit area.
- All Mentors will be notified.

***Second violation:* A mentor will ask the student to leave the robotics room/event for the day.**

- The student will not be allowed to participate in Robotics activities for one week.
- The student's parent/guardian will be notified of the second violation and of the suspension from robotic team activities.
- The student's parent/guardian will also be asked to attend a meeting with the student and Mentors (Google meet) to discuss any changes the student would be asked to make.
- All Mentors and the appropriate administrative staff will be notified.

***Third Violation:* A mentor will ask the student to leave the robotics room/event for the day.**

- All Mentors will be notified of the violation.
- The student will not be allowed to participate in Robotics activities for one week and may be removed from the team after a review by the Mentors.
- If the student holds a leadership position on the team, the student may be removed from that position.
- The student's parent/guardian will be notified of the third violation and of the suspension from Robotics activities, loss of position, or removal from the team.

Abuse, Verbal or Written

The use of language or actions that are obscene, threatening, intimidating or that degrades other people or incites other people is prohibited.

Guidelines for Potential Consequences:

- **First Offense:** 1-to-3-day suspension, and mediation.
- **Second Offense:** 3-to-5-day suspension.
- **Third Offense:** Suspension pending recommendation for expulsion from team.

10. Bullying/Cyberbullying

- **Bullying:** Intimidating, threatening, abusive, or harming conduct that is objectively offensive and : a) There is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and the conduct is repeated or forms a pattern; or b) materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, service, or privileges.
- **Cyberbullying:** bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or

other electronic device. This includes use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.

Guidelines for Potential Consequences:

- **First Offense:** Up to 3-day suspension; Report filed at District Office; Referral to administration.
- **Second Offense:** Up to 5-day suspension, Report filed with administration, Intervention plan.
- **Third Offense:** Suspension, pending recommendation for expulsion from team.

I have received, read, and understand the Talon Robotics Code of Conduct. By signing below, I am agreeing that I will abide by this policy.

Student signature

Date

Printed Name

Parent/Guardian signature

Date

Printed Name

Parent/Guardian signature

Date

Printed Name