



## Code of Conduct

The following acts constitute "Improper Conduct" that will not be permitted at any event sponsored by the North Texas Conference, and could result in dismissal of any staff involved.

- 1) Verbal abuse that humiliates degrades or threatens any guest or employee participating in an event sponsored by the North Texas Conference.
- 2) Physical abuse such as striking, spanking, shaking or slapping;
- 3) Mental abuse;
- 4) Romantic involvement with any participant;
- 5) Invading the privacy of a participant by watching a participant bathe or change clothes;
- 6) Discussing sexual experiences with a participant or encouraging participant to discuss his or her sexual experiences;
- 7) Counseling a participant in private (all counseling is to be done in the presence of others);
- 8) Touching a participant in any manner, that goes beyond traditional displays of friendship normally seen in public and that could result in sexual stimulation including, but not limited to, prolonged embracing, kissing, or fondling;
- 9) Exposing genitals, anus, or in the case of women, breasts to a participant;
- 10) And, any violation of the Texas Penal Code.

The acts listed above constitute Improper Conduct even if a Participant agrees to, encourages, or initiates the act, regardless of the Participants age. Dismissal of Staff can result even if the Staff's act only gives rise to the appearance of Improper Conduct. The acts listed above are not the only acts that can result in dismissal of Staff.

## Staff's Responsibility For Addressing Improper Conduct

At events Sponsored by the North Texas Conference

Staff shall immediately report to the Site Manager, if she or he suspects that Improper Conduct as defined in the Code of Conduct has occurred.

Signature \_\_\_\_\_ Date \_\_\_\_\_

PROCEDURES FOR DIRECTORS  
ADDRESSING IMPROPER CONDUCT  
At Children's & Youth Events Sponsored by  
The North Texas Conference

The Director shall utilize the following procedures when she or he has any valid reason to suspect that Improper Conduct, as defined in the code of Conduct, has occurred.

- 1) Investigate and document in detail the complaint;
- 2) Separate the Volunteer Staff and Participant;
- 3) Address any needs the Participant may have, medical or otherwise;
- 4) Promptly notify the local law enforcement authorities and/or the Department of Human Services (800-252-4500) of any suspected violation of the Texas Penal Code;
- 5) Promptly report the incident to the Executive Director at camp.
- 6) Suspend the Staff from responsibilities with Participants in consultation with the Executive Director at camp.
- 7) Promptly advise the parents or guardians of the Participant in consultation with the Executive Director at camp.
- 8) Promptly advise the pastor of the Participant in consultation with the Executive Director at camp.
- 9) Promptly advise the pastor of the Staff in consultation with the Executive Director at camp.
- 10) Dismiss the Staff upon recommendation of the Executive Director at camp.
- 11) Keep confidential the details of the alleged incident to persons other than the above mentioned.