
BBYO CODE OF CONDUCT

INTRODUCTION

BBYO, Inc. is committed to providing a healthy, safe and orderly environment to protect teen participants, employees and volunteers during BBYO-sponsored programs. Responsible behavior by teen participants, employees and volunteers is essential to achieving quality, fun and educational programming without disruption or interference.

The organization has a long-standing set of expectations for conduct at all-levels of BBYO programs. These expectations are based on the principals of civility, mutual respect, citizenship, character, tolerance, honesty and integrity, and follow the guidelines set forth by the Seven Principals for AZA and the Menorah Pledge for BBG.

The organization recognizes the need to clearly define these expectations for acceptable conduct at all local, national and international programs; to identify the possible consequences of unacceptable conduct; and to ensure that discipline when necessary is administered promptly and fairly. To this end, BBYO has adopted this Code of Conduct (“the Code”).

Unless otherwise indicated, this Code applies to all teen participants, members, employees, volunteers, parents, and visitors when at BBYO programs.

DEFINITIONS

Keeping in mind that BBYO is a youth-led, staff-run organization the following definitions will apply throughout this Code. The term “participant” refers to any eligible teen attending a BBYO program, members and non-members alike.

- Disruptive Participant: any participant who substantially disrupts the program process or substantially interferes with the professional overseeing over the program.
- Parent: parent, guardian or person in parental relationship to a participant.
- BBYO Property: in or within any building, structure, athletic playing field, parking lot, or land that might be owned or used by the organization.
- BBYO Event: any BBYO-sponsored event or activity, regardless of the location.
- Cyber-bullying: the use of modern communication technologies to embarrass, humiliate, threaten, or intimidate an individual in the attempt to gain power and control over them.
- Gambling: participation in any casino-style game commonly associated with betting/wagering or any game of chance where betting/wagering takes place.
- Hazing: any activity that creates a power imbalance between newcomers and current members of BBYO chapters
- Violent Participant: a participant who:
 - Attempts/commits an act of violence upon a BBYO employee, volunteer, participant or guest.
 - Attempts/commits an act of violence while at a BBYO function upon themselves, another participant or any other person lawfully at the function.
 - Possesses a weapon or uses or threatens to use any item as a weapon.

- Intentionally damages or destroys the personal property of any participant, employee, volunteer, or guest, or the property being used at a BBYO function.
- Makes verbal threats to another participant, employee, volunteer, or guest.
- Participant Rights and Responsibilities

PARTICIPANT RIGHTS

The organization is committed to safeguarding the rights given to all participants upon registering in BBYO. In addition, BBYO strives to promote a safe, healthy, structured and civil BBYO environment.

All participants have the right to:

- Take part in all BBYO activities at all levels and on an equal basis.
- Present their version of the relevant events to BBYO staff authorized to impose a disciplinary penalty in connection with an incident.
- Access BBYO rules at the time of joining, and as requested receive an explanation of said rules from BBYO staff.

Participant Responsibilities

All participants have the responsibility to:

- Contribute to a healthy, safe and structured BBYO environment that is conducive to the goals of the program and show respect to other persons and property.
- Be familiar with and abide by all BBYO policies, rules and regulations dealing with conduct.
- Attend all programs at events that they are registered to attend.
- React in a respectful and positive manner to direction given by staff.
- Work to develop methods to control their own and other individuals' anger as it may arise.
- Seek help in solving potentially violent and disruptive problems.
- Monitor personal hygiene and dress appropriately for all BBYO functions in accordance with the "Dress Code" (see below).
- Conduct themselves as representatives of the organization when participating in community- or BBYO-sponsored events and to maintain high standards of conduct, demeanor and sportsmanship.
- Demonstrate proper sexual behavior as defined by BBYO's Non-fraternization Policy towards all participants and staff at all times.
- Be forthcoming with information concerning violations of the Code.
- Ask questions regarding these rules when they do not understand them.

BBYO PARTICIPANT DRESS CODE

All participants are to give proper attention to personal cleanliness and to dress appropriately for BBYO functions and events sponsored by the organization.

A participant shall:

- Abide by regional Shabbat dress guidelines.

- Not sport any graphics (illustrations, photos, cartoons, etc.) or words (in any language) that are vulgar, obscene, libelous, or denigrate others for race, color, religion, creed, national origin, gender, sexual orientation or disability on their attire.
- Not promote and/or endorse the use of alcohol, tobacco, illegal drugs or gambling and/or encourage other illegal or violent activities through their dress. This will include all printed material that relates to or creatively changes the meaning of the message. If something is questionable, staff should be consulted.
- Not wear gang-related colors or dress in a style that implies gang affiliation.
- Not wear extremely brief, tight or short garments. Such prohibited clothing includes, but is not limited to, tube tops, or midriff-baring tops; see-through garments of any kind; short-shorts; and “barely there” swim attire.
- Be required to modify his/her appearance by covering or removing any item violating the code and, if necessary or practical, replace it with an acceptable item..

PROHIBITED PARTICIPANT CONDUCT

BBYO expects all participants to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other participants, professional staff, volunteers and other participants of the BBYO community.

BBYO recognizes the need to make clear its expectations for participant conduct while engaged in a BBYO-sponsored function or event. The rules of conduct listed below are intended to provide specific guidance. Participants who will not accept responsibility for their own behavior and who violate these rules will be required to accept the consequences/penalties for their conduct.

Participants may be subject to disciplinary action, including removal from programs, suspension or expulsion, when they:

1. Engage in conduct that is disruptive. Examples of disorderly conduct include but are not limited to:
 - Regularly missing programs during regional conventions and programs covering overnight stay(s).
 - Using language or gestures that are profane, lewd, vulgar or abusive.
 - Obstructing vehicular or pedestrian traffic.
 - Making unreasonable noise.
 - Engaging in any willful act that disrupts the normal operation of the program.
 - Attending programs or functions without registration or invitation.
 - Misuse of cell phones, camera phones, computers, cameras, videos, blogs, web sites, b-linked or other electronic resources
2. Engage in conduct that is insubordinate and/or disruptive. Examples of insubordinate, disruptive conduct include but are not limited to:
 - Failing to comply with the directions of professional staff, advisors and/or adult supervisors in charge of the program/event or otherwise demonstrating disrespect for authority.
 - Being late for programs, missing programs (including conventions) or leaving the premises without permission.

3. Engage in conduct that is violent. Examples of violent conduct include but are not limited to:

- Possessing a weapon.
- Displaying what appears to be a weapon.
- Threatening to use any object as a weapon.
- Intentionally damaging or destroying personal property owned by another participant, professional staff, volunteer or facility, or property rented by BBYO. Damage or destruction includes graffiti.

4. Engage in any conduct that endangers the safety, morals, health or welfare of themselves and/or others. Examples of such prohibited conduct include but are not limited to:

- Lying to BBYO staff or volunteers.
- Stealing/acquiring property that is not their own.
- Defamation, which includes making false or intentionally inflammatory representations about an individual or identifiable group of individuals that harm the reputation of the person or identifiable group by demeaning them (lowering in character, status, or reputation).
- Discrimination, which includes the use of race, color, creed, national origin, religion, gender, sexual orientation, or disability as a basis for treating another in a negative manner.
- Inappropriate sexual behavior (see Non-fraternization Policy).
- Harassment—including bullying—defined as a sufficiently severe action or a persistent pervasive pattern of actions or statements directed at an identifiable individual or group that are intended to be, or that a reasonable person would perceive as, ridiculing or demeaning.
- Intimidation—defined as engaging in actions or statements that put an individual in fear of bodily harm.
- Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining participation at any level of the organization.
- Selling, reading, using, displaying or possessing obscene material.
- Possessing, smoking, selling, distributing or exchanging cigarettes, cigars, pipes, or chewing or smokeless tobacco. BBYO is a smoke-free organization.
- Possessing, consuming, selling, distributing alcoholic beverages or other illegal substances, or attending a BBYO event under the influence of either. “Illegal substances” include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, and any substances commonly referred to as “designer drugs.”
- Inappropriate use or sharing of prescription and over-the-counter drugs.
- Indecent exposure—defined as exposure of the body in a lewd or indecent manner.

5. Engage in misconduct in relation to another chapter or regional/council activity regardless of the location:

- This includes conduct that is disorderly, insubordinate, disruptive, violent, and/or endangers the safety, morals, health or welfare of themselves or others.
- Not clearing visits to chapter or regional programs other than your own with the local professional staff, prior to the visit. (Note: this provision does not apply to open/engagement programs.)

6. Engage in inappropriate communications:

- Printing of lewd, vulgar or abusive language in or on anything that represents BBYO, such as e-mails, web site postings, blogs, newspapers, releases, or t-shirts.
- All communications must never defame any person or institution in any fashion.
- Anything printed or distributed electronically for or about the organization must receive prior approval from BBYO professional or volunteer staff or their designee.
- Chapters and regions will not print or transmit electronically anything that infringes on the copyright of a rightful copyright holder.
- All Web sites associated with BBYO must adhere to all principles outlined in the Code of Conduct and BBYO's Website Policy.
- Using electronic resources to attack someone's character or intentionally cause embarrassment or humiliation (cyber-bullying), whether on a BBYO website or other site in the public domain.

7. Engage in gambling.

- No official BBYO-sponsored youth event shall include gambling (as defined above) as an activity. Nor shall youth be put in an environment where gambling knowingly takes place (i.e., casino fundraisers with adult participants).
- Recognizing that teens gamble outside of BBYO activities and during non-programmed time at BBYO events, staff must remind them publicly of BBYO's no gambling policy and concern for the addictive nature of this activity.
- Should a staff member encounter teens engaged in this activity during the above-mentioned times, the staff member should ask the teens to immediately cease the activity.
- Raffles, whereupon there is no cash kickback or benefit available to the teen participants, are not prohibited as a local fundraiser. All raffles must be approved by the senior-most field professional before beginning.

8. Engage in hazing.

BBYO has been and shall remain an organization based on the principles of spirit, brotherhood, sisterhood, and values. Hazing is a practice that operates separate from all of the values and beliefs that we teach as an organization and is a legal danger to the continued existence of BBYO. All but six states (Alaska, Montana, South Dakota, Hawaii, New Mexico and Wyoming) have laws that criminalize some forms of hazing. This term shall include, but is not limited to:

- Subtle hazing such as
 - Socially isolating new members
 - Line-ups and Drills/Tests on meaningless information
 - Name calling
 - Requiring new members to refer to other members with titles (e.g. "Mr." or "Miss")
 - Expecting certain items to always be in one's possession
- Harassment hazing such as
 - Verbal abuse
 - Threats or implied threats
 - Asking new members to wear embarrassing or humiliating attire
 - Stunt or skit nights with degrading, crude, or humiliating acts
 - Expecting new members to perform personal service to other members such as carrying books, errands, cooking, cleaning etc

- Sleep deprivation
- Sexual simulations
- Expecting new members to be deprived of maintaining a normal schedule of bodily cleanliness.
- Being expected to harass others
- Violent hazing such as
 - Forced or coerced alcohol or other drug consumption
 - Beating, paddling, or other forms of assault
 - Branding
 - Forced or coerced ingestion of vile substances or concoctions
 - Burning
 - Water intoxication
 - Expecting abuse or mistreatment of animals
 - Public nudity
 - Expecting illegal activity
 - Bondage
 - Abductions/kidnaps
 - Exposure to cold weather or extreme heat without appropriate protection

* The definitions and examples of hazing listed above were adapted from www.StopHazing.org.

For purposes of this policy, an activity is considered “forced” when it is a condition for admission, or initiation into, or affiliation with, or continued membership—whether or not an individual was willing to participate in such activity.

REPORTING VIOLATIONS

All participants are expected to promptly report violations of the Code of Conduct to a BBYO staff member (staff professional, volunteer or designated chaperone). Any participant observing another participant possessing a weapon, alcohol or other illegal substance at any BBYO function shall report this information immediately to a staff member.

All BBYO staff authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner consistent with BBYO’s discipline guidelines. Any BBYO staff member not authorized to impose disciplinary sanctions is expected to promptly report violations of the Code of Conduct to his/her supervisor, who shall in turn impose appropriate disciplinary sanctions if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

Participant discipline will be enacted in a progressive and cumulative manner in conjunction with BBYO’s discipline guidelines.

Any weapon, alcohol or other illegal substance found shall be confiscated immediately, followed by notification to the parent of the participant involved, and the imposition of appropriate disciplinary sanction, if warranted, which may include permanent suspension and referral for prosecution.

In all cases of code violations involving disciplinary action, such as suspension, expulsion or removal from a program, or any matters that relate to participant safety/health concerns, the responsible staff member should complete the Accident/Incident Notification form and submitted it to the Director of Field Services within 72 hours of the event conclusion.

Any suspected or actual hazing incident must be reported to a Field Services supervisor. Reports may be made by any member, chapter, region, advisor, regional staff member, adult board member, parent, and other person who has a connection to the alleged event.

RECORDKEEPING

Detailed records will be kept by the local professional of any suspected violation of the Code as well as the resulting meetings and follow-up. Once the matter is closed, the incident file shall be forwarded to and kept in the teen's record of the dashboard.