

# Discovery Days Delegate Guidelines & Code of Conduct

We're looking forward to seeing you at Discovery Days! This year the theme is Tell Your Story! We hope that you are able to share your 4-H Story with others, as well as hear the story of others as they tell that to you. We also encourage you to document your experience at Discovery Days, and help Kansas tell the 4-H Story by using #Kansas4H #discdays18 and #KS4H

The primary purpose of 4-H Discovery Days is to gain new ideas and expand your 4-H experience. You experience this through action-oriented learning activities, fun tours, and great evening social events. You will meet new people, build leadership skills and grow as a person.

The Discovery Days Task Force, speakers and instructors are excited you are coming and are making preparations so you can have an energetic, action- packed, in-depth learning experience!

## Dress Code for 4-H Discovery Days

What you wear, not only reflects on who *you* are, but gives an impression of your family, your local 4-H program, and *all* Kansas 4-H members. If you are the first 4-H member someone meets, you really do represent ALL other 4-H members! So, wear what reflects well on you *and* Kansas 4-H. **Youth who are wearing items that are not appropriate will be asked to change their clothes immediately. Please refer to the Kansas 4-H Dress Code for any questions you might have.** Items to pack could include:

- slacks and jeans in good repair
- shorts, skirts, split skirts, dresses (**please make sure that your shorts/skirts are an acceptable length, if you have doubts, you should not bring them**)
- Dresses, skirts, shorts, shirts and blouses should not expose the midriff, the back, cleavage or undergarments.
- sandals, tennis shoes, or other comfortable shoes for lots of walking
- waterproof coat, sweater, or jacket and an umbrella
- If you bring a hat, please make sure to take it off while you are inside of any buildings while you are attending Discovery Days

**Things to Bring: NEW FOR 2018-***This year we are in Wefald Hall, the bathrooms are set up in a "pod" system – this means that each "Pod" (~30 people) will share the use of 3 bathrooms/showers. These bathrooms/showers allow for total privacy for the user to have while they use the facilities. With the way that they are set up, we strongly recommend delegates bring a bathroom caddy to carry soap, shampoo, etc. back and forth. A bathrobe may also be helpful for delegates.*

- Personal Care items: toothbrush, toothpaste, soap, shampoo, comb/brush, alarm clock, Guest service includes a bath towel, hand towel, washcloth, plastic cup, sheets, blanket, pillow and pillowcase. Towels and linens may be exchanged at the front desk. Extra blankets and pillows, as well as complimentary soap, are also available at the front desk.
- Spending money (\$30-\$50) for meals traveling to and from the conference, snacks, and/or souvenirs. Some leisure activities, like swimming or bowling, will have a modest cost. Bring change if you plan to snack from residence hall vending machines. (Please make sure that you have small bills!)
- Notebook and pens/pencils for use in classes.

You are responsible for everything you bring. Neither K- State nor 4-H will be responsible for lost or stolen articles. You may want to mark what you do bring with your name and address.

**DO NOT bring these things:**

- × Excessive amounts of money.
- × Expensive sports equipment or electronics, costly jewelry or other valuables.
- × Toys, water guns, scooters, skate boards, etc.
- × Weapons of any kind.
- × Tobacco or alcohol.

**Additional Guidelines for Discovery Days**

**Be Involved!** Only boring people get bored! Try new things! Meet new people! You are responsible for making the most of your experience. Make sure you get more than your money's worth!!!

**Attend classes.** Instructors have ordered supplies and arranged for facilities. So attend the classes to which you have been assigned. Instructors will take roll and chaperones will be notified if you are not in class. If you are not feeling well please notify your chaperone or someone at Discovery Days Headquarters while you are here.

**Be on time.** Being late is not respectful of instructors or other delegates. It is particularly disruptive for classes with step by step processes to complete.

**Be patient.** Not everyone will be at the same level of knowledge, skills or comfort. Respect varying levels of understanding and skills and allow others to learn and develop at their own pace.

**Respect others and their feelings.** Criticism, negative attitudes, bullying, and disrespect have no place at Discovery Days and will not be tolerated.

**Respect Campus Property.** We are fortunate to have access to the resources of a university that welcomes the activities and energies of young people. It's important that delegates show their appreciation for those privileges by being good stewards and guests.

**Do not smoke, chew tobacco, use, or possess illegal drugs or alcohol, firearms, weapons or participate in any other illegal activities.** Tobacco, drugs, alcohol, and weapons are prohibited at all State 4-H events. Adults should serve as good role models for youth participants to avoid problems of this nature.

**Stay on Campus.** Youth are not allowed to go off campus unless accompanied by an adult as part of the planned conference. If an adult has a legitimate reason to take youth off campus, they are expected to be back by regular closing hours. Adults must let their fellow chaperones know before leaving campus.

**Nametags must be worn around your neck and your name must be visible at all activities.** This helps people meet, assures only registered delegates participate in events, and provides security in the residence halls.

**Cell Phones** are allowed as long as they are used respectfully and must not be a distraction to others. Please **DO NOT** let your phone ring and **DEFINITELY DO NOT** answer or otherwise use your phone during programs or classes unless asked to do so by the speaker.

## Residence Hall Guidelines

Running in any campus building, including the residence halls, is prohibited for safety reasons.

### **Girls in girls' rooms and boys in boys' rooms.**

The schedule allows many opportunities for positive interaction among delegates, including those of the opposite gender, so there's no excuse for interaction between the opposite genders in Residence Hall rooms or hallways. Residence hall floor lounges are an acceptable meeting place.

**DO NOT open windows.** Windows are equipped with break-away seals that indicate when a window has been opened. A \$25 fine will be assessed to delegates in rooms with windows that have been opened. Blinds should be closed when you are changing clothes.

It is a crime to set off a **false fire alarm**. There is a \$3,500 fine for those found guilty.

**Elevators** should be used only by residents of 5th through 8th floors. Delegates living on the third through fourth floors should use the stairs. If elevators are misused, they will be turned off.

**Room Keys** must be returned before leaving campus. There will be a \$50.00 charge for lost keys.

**Evening Refreshments** You may NOT order food from off campus. Delivery of food for more than 500 people causes confusion and conflicts with county and floor meetings. Deliveries will be refused. Pizza and soft drinks may be ordered through the Kansas 4-H Youth Leadership Council.

**Hall Curfew** All delegates are expected to observe the hall-closing curfew. Delegates must attend their nightly Floor meetings. Delegates are expected to be in their rooms and quiet by the times that are listed on their schedules.

Respect the rights of others to be **quiet after lights out**. It's difficult to sleep when people are being noisy. Please remember you are sharing space with others whose needs must also be respected.

**Send Home Policy** Delegates who are involved in any illegal activities will be sent home at their family's expense. Flagrant disregard of delegate guidelines and/or the 4-H Code of Conduct may result in a decision to send delegates home. If those in charge determine that the offense warrants it, offenders may be turned over to law enforcement authorities.

4-H Discovery Days Task Force members in conjunction with the appropriate Extension Agent or Delegate Coordinator may make the decisions that may result in sending a delegate home. Should a delegate need to be sent home, the agent or delegate coordinator will assist the delegate in making the necessary arrangements.

Extension Agents or Delegate Coordinators are ultimately responsible for the conduct of their youth participants. They ensure youth attend all event sessions, understand and follow conduct expectations, and respect the rights of others. Agents and Delegate Coordinators are expected to take responsibility for the consequences of youth breaking the Code of Conduct for Kansas 4-H Events. If Extension Agents or Delegate Coordinators are aware of a delegate not attending class for approved reasons, they are expected to communicate that with Discovery Days Headquarters.

If all delegates follow these simple guidelines, Discovery Days will be an incredible opportunity for everyone attending!