Code of Conduct Template

Below is an example of language you could use for your Code of Conduct.
This can also be found in the Student Orientation Handbook Template.
Feel free to edit as necessary.

Code of Conduct (adapted from Non-Profit risk management center)

[Name of Nonprofit] is a [insert the population you serve. Ex. youth-serving], community-based organization dedicated to providing [description of mission or services]. Participation in the organization's programs is subject to the observance of the organization's rules and procedures.
The activities outlined below are strictly prohibited. Any participant or staff member who violates this Code is subject to discipline, up to and including removal from the program.

- Abusive language towards a staff member, volunteer or another participant.
- Possession or use of alcoholic beverages or illegal drugs on [Name of Nonprofit]'s property or reporting to the program while under the influence of drugs or alcohol.
- Bringing onto [Name of Nonprofit]'s property dangerous or unauthorized materials such as explosives, firearms, weapons or other similar items.
- Discourtesy or rudeness to a fellow participant, staff member or volunteer.
- Verbal, physical or visual harassment of another participant, staff member or volunteer.
- Actual or threatened violence toward any individual or group.
- Conduct endangering the life, safety, health or well-being of others.
- Failure to follow any agency policy or procedure.
- Bullying or taking unfair advantage of any participant.
- Failing to cooperate with an adult supervisor/leader/mentor.
- Be present while serving. Turn your cell phone, ipod, and other electronic devices off. Discourage outside visitors while you are serving. Please do not bring study materials to the agency.

I have read and I understand the [Name of Nonprofit]'s Code of Conduct. I agree to abide by the rules described above and understand that I may be removed as a participant if I violate any of these rules.

Signature _____

Date _____

Witness _____

Date _____