Team [Number] Code of Conduct
[Team Name]

1. Purpose & Commitment

Our team is committed to providing a safe, respectful, welcoming, and supportive environment for all students, mentors, coaches, volunteers, and families. These guidelines establish clear expectations for behavior, communication, leadership, and accountability.

All team members are expected to follow:

- ✓ [Program] Team [Number] Code of Conduct
- ✓ The FIRST Code of Conduct
- ✓ The FIRST Youth Protection Policy (YPP)
- ✓ Applicable school, district, organizational, and local/state/country rules

2. Team Values & Expectations

All team members will:

- Treat others with respect, dignity, and professionalism
- Foster a collaborative and welcoming team environment
- Maintain appropriate boundaries between youth and adults
- Communicate honestly and responsibly
- Follow safety rules and instructions at all meetings, events, and online spaces
- Refrain from harassment, bullying, discrimination, retaliation, or intimidation of any kind

3. Team Composition & Dynamics

- Team membership includes students, mentors, coaches, and approved volunteers.
- Team size, structure, and participation are determined by lead coaches and/or [the team's hosting organization] based on safety, resources, and program needs.
- Team members are expected to:
- Contribute positively to team goals
- Respect differences in skill, experience, background, and perspective
- Address conflicts constructively and respectfully
- Unhealthy dynamics (e.g., exclusion, repeated disruption, power struggles, or unsafe behavior) will be addressed promptly.

4. Leadership Structure & Decision-Making

The leadership team may include:

1. Lead Coach(es)
2. Mentor(s)
3. Program or School Representative (if applicable)
4. Student Leaders (e.g., captain(s), sub-team leads)

Roles & Assignments

Leadership roles are assigned or approved by the leadership team. Assignments are based on:

- Skills and experience
- Availability and reliability
- Team needs and safety considerations
- Roles may change during the season as needed.

Leadership decisions are made with youth safety, STEM for Everyone™, and program integrity as priorities.

5. Communication Channels & Expectations

The team may use approved communication platforms such as:

- Email
- Messaging apps (e.g., Slack, Discord, GroupMe)
- School-approved platforms (e.g., Google Workspace)

Communication Rules

- At least one screened adult will monitor team communication channels.
- One-on-one private messaging between adults and youth is prohibited.
- Use group messages or include another adult whenever possible.
- Communication must be:
- Respectful
- Age-appropriate
- Related to team activities

Access & Removal

Access to team platforms is granted by the leadership team. Access will be removed promptly when:

- A student leaves the team
- A mentor or volunteer's role ends

- A safety or conduct concern requires it

6. Addressing Concerns & Reporting Issues - Reporting Team Issues

Team members are encouraged to report concerns involving:

- Inappropriate conduct by other students or adults involved with the team
- Team dynamics or leadership decisions
- Online behavior or communications
- Safety, boundary, or conduct concerns

Reports may be made to:

- A Lead coach or mentor
- A designated team contact
- Parents/guardians (for youth)
- [Hosting Organization: e.g. school, Boys and Girls club leadership, etc.]
- *FIRST* Youth Protection

Reporting Principles

Retaliation for reporting good faith concerns is prohibited.

7. Conflict Resolution & Corrective Action

The team will address issues using a progressive and educational approach when appropriate, which may include:

- Coaching conversations
- Clarifying expectations
- Mediation or facilitated discussion
- Behavior plans or role adjustments

8. Stepping Down or Removal from the Team

A team member (student or adult) may be asked to step down from a role or leave the team when:

- Conduct violates this Code of Conduct, YPP, or FIRST policies and guidelines
- Behavior creates safety, reputational, or operational risk
- Expectations are repeatedly unmet after coaching and support
- Trust or boundaries cannot be maintained

Examples (not exhaustive):

- Repeated disruptive or disrespectful behavior

- Ignoring communication or supervision guidelines
- Failure to follow safety rules
- Inappropriate online or in-person interactions
- Misuse of reporting processes

Decisions will be made by the leadership team and documented as appropriate.

9. Youth Protection & Safety

All adults involved with the team must comply with YPP training, acknowledgements, and screening requirements.
Youth protection concerns and medical incidents must be reported using the appropriate *FIRST* reporting forms.
Reporting systems must be used responsibly and for their intended purpose.

10. Acknowledgement

By participating on team # _____, members and families acknowledge they have read, understand, and agree to follow this Code of Conduct.

Student Name: _____
Signature: _____ Date: _____

Parent/Guardian Name: _____
Signature: _____ Date: _____

Mentor/Coach Name (if applicable): _____
Signature: _____ Date: _____