

## Peace School Volunteer Code of Conduct

Volunteers at Circle of Peace School (COPS) are required to adhere to the School's "Code of Conduct." Please read and familiarize yourself with our rules.

The following behaviors are not permitted at COPS:

1. The use, distribution, or possession of drugs, including marijuana. Any quantity is prohibited, and no further warnings are considered necessary. Only prescription drugs with a valid prescription will be allowed and then only for use by the individual for whom it was prescribed.
2. Smoking is not permitted in any school building or on the school grounds. Smokers must step outside the gate before lighting up.
3. The use or possession of firearms, ammunition, explosives, fireworks, and other weapons, including, but not limited to pistols, rifles, shotguns, handguns, BB guns, paint guns, swords, knives, spears, and dangerous chemicals.
4. Assault, including sexual assault.
5. The theft or damage of personal property of another individual or company, or Peace School equipment; jeopardizing the safety and the property of others by neglecting to secure common spaces (e.g. failure to observe directions for locking doors, windows, shutters; loss of keys).
6. Public conduct deemed offensive by ordinary standards of courtesy (e.g., indecent exposure, drunkenness or abuse of alcohol, personal injury, property damage), or any other behavior, which directly impinges on the rights of others.
7. Failure to respond in a timely fashion to any communication received from Peace School, prior to and during your time abroad. This includes failure to monitor and to keep in working order your email account.
8. Harassment and abuse, directed toward individuals or groups, which may include, but is not limited to the following: the use of threat of physical violence, coercion, intimidation, and verbal harassment and abuse. Verbal or written abuse beyond a reasonable expression of opinion, which is likely to cause another person humiliation, stress, psychological harm or which is harassing in nature. Sexual abuse, including, but not limited to sexual harassment, coercion, and threats of use of force.
9. Failure to inform the local site director, to the best of your ability, of your whereabouts during elective travel.

10. Knowingly furnishing false or misleading information to COPS and the falsification, alteration, duplication, or misuse of the official identification card, passport, medical information and/or other documents.

11. Unauthorized use of COPS property or property belonging to host institutions or families.

12. Creating a fire, safety or health hazard; tampering with fire safety equipment of any kind, including sprinklers, smoke detectors, and/or operating a fire alarm or emergency signal without the existence of a fire or a similar emergency situation.

13. Failure to comply with the directives of COPS staff acting in the performance of their duties.

14. Failure to learn and to obey local laws.

Some behaviors will result in immediate dismissal and include but are not limited to the use and/or possession of drugs, illegal consumption of alcohol, possession of firearms, bodily assault, and others. Any case may involve the entire range of sanctions. All costs resulting from changes to flight itinerary and accommodations are the responsibility of the volunteer in cases of early dismissal due to violation of the code of conduct.

**I have read and understood the Circle of Peace School Volunteer Code of Conduct. I agree to conduct myself in a manner consistent with the Code of Conduct, and to treat faculty, staff, supervisors, host family members, and my fellow students with civility, cordiality, and collegiality.**

**Name (printed):** \_\_\_\_\_

**Name (signed):** \_\_\_\_\_

**Date:** \_\_\_\_\_