



Code of Behavior

We are happy and excited that you are joining us as part of CIA. The *Code of Behavior* has been developed as a way of helping participants understand what is expected of them during the week, and of making the learning experience a positive and healthy one for all involved.

Read through the *Code* carefully, as you will be expected to honor and uphold it throughout the week.

- ◆ As necessary as rules are to maintain order, they can't and won't guarantee a successful **Catholics In Action** experience. Success depends on people's willingness to work together for the common good.
- ◆ Participants take part in **Catholics In Action** representing their parish, group or school. The sponsoring parish, group or school, and the families of participants assume responsibility for any damage done to the facilities.
- ◆ Participants are expected to attend all sessions unless explicitly excused by the Program Director(s). Name badges must be worn during all program activities.
- ◆ Dress throughout the **Catholics In Action** experience is casual and modest, and should not conflict with the values of our Catholic faith concerning respect and dignity of all human life. Please refer to the **Dress Code** located at the bottom of the **Packing List** for specifics.
- ◆ Socializing takes place only in designated public areas of the facility. No visiting is allowed in sleeping rooms.
- ◆ Each day will be a busy one, making adequate sleep a necessity. Participants must be in their respective rooms by curfew time. The noise level in the sleeping areas must be kept at a minimum – even during free time during daylight hours. Scheduled quiet and silent times must be honored. Only the Program Director(s) can alter curfew times or the timing of any other scheduled activity.
- ◆ Smoking is not allowed anywhere in the building. Only adults over 18 are allowed to smoke at CIA and only in designated areas of the facility.
- ◆ The purchase, possession or consumption of alcohol, drugs or weapons of any kind by participants will result in immediate dismissal from the program.
- ◆ Major infractions of this code will result in immediate dismissal from the program. Parents will be called and instructed to pick up their son/daughter as soon as possible. This action can come at anytime of the day or night.
- ◆ This *Code of Behavior* is in effect from the time the program begins until it ends.

Parent or Guardian: I agree that my child shall abide by the rules and regulations outlined in the CIA *Code of Behavior*. I have reviewed it and discussed the *Code* with my child prior to signing this form. I agree that if my child fails to abide by the *Code* or engages in a serious infraction of the *Code*, he/she will be immediately dismissed from the program. I will be notified of this dismissal and agree to either pick up my son/daughter or arrange for transportation back home at my expense.

Signature _____ **Date** _____

Youth Participant: I understand and agree to the CIA *Code of Behavior*. I also understand that my parent(s) or guardian will be notified at the time of any infractions requiring my dismissal from the program and that they will either pick me up or I will be sent home at my own or their expense. (Your signature must appear below in order to participate in the CIA program.)

Signature _____ **Date** _____



PACKING LIST

Here's a list of items that you should bring as well as items you should leave behind

Bring Alongs:

Pillow, sleeping bag, air mattress
Towel/Washcloth & Personal Items (soap, shampoo, etc.)
Clothing (see Dress Code below)
Work gloves
Safety glasses (if you have a pair)
Sweatshirt, sweater or jacket
Hat & sunscreen (for protection from sun)
Swimsuit (for swimming on Monday evening and, possibly, for showering as our showers rooms have multiple showers with no dividers)
Rain Gear/Poncho (be prepared)
Completed Permission/Medical/Liability Release Form
Signed copy of the Code of Conduct
Any medication that you need
Snack to share with others (chips, crackers, popcorn, fruit, etc.)

Leave Behinds:

Electronic Games
Expensive Equipment
Expensive Clothing and Jewelry

NOTE:

You may bring cell phones and tablets, but their use will be monitored. You are encouraged to not spend your free time on the phone with back-home friends nor sitting alone with your headphones plugged into your ears. These devices are to be used sparingly.



Dress Code: Dress for CIA is casual and comfortable but appropriate to a Christian leader. We set an example not just by our words and actions but also by our dress. Modesty is a good general rule of thumb.

- Inappropriate clothing includes, but is not limited to, halter tops, sundresses, bare midriff tops, athletic shirts, cut-off t-shirts, cut-slits-down-the-side t-shirts, strapless tops, spaghetti strap tops, or tank tops. No clothing that exposes any part of the mid-drift when standing, sitting or bending over. All tops should be long enough to be tucked in.
- For worksites, especially outdoor sites, please wear long pants, t-shirts, and shoes (NOT sandals or flip-flops). Bring along a long sleeve work shirt as well.
- Shorts and athletic shorts may be worn, but they must be modest length, i.e., shorts that are below the fingertips when standing straight, arms to the side.
- No tight fitting shorts, jeans or pants, nor real baggy jeans or pants.
- No pants/sweatpants or shorts with wording on the buttocks are permitted. Young ladies are asked not to bring any shirts/tops that reveal cleavage.
- No shirts, hats, pants or other inappropriate clothing with inappropriate messages: alcohol, tobacco, profanity, sexual references or drugs.
- When it is raining, refrain from wearing white shirts that could show through.
- Swim suit: no speedos (boys) or two-piece bathing suits (girls – if that's all you have, bring a t-shirt to wear over it)