SPEAKERS’ BUREAU MEMBER CODE OF ETHICS

As a speakers’ bureau member or guardian of a member, I agree to abide by the following code of conduct:

_____ I will report to the front office, and follow any visitor policies/check in process that the organization may have.

_____ I will maintain confidentiality outside of school and will share with teachers and/or school administrators any concerns that I may have related to student welfare and/or safety.

_____ I agree not to exchange telephone numbers, home addresses, e-mail addresses or any other directory information with students for any purpose. I will exchange home directory information only with parental, school administrative, and CCA approval.

_____ I will not contact students outside of school hours without permission from the students’ parents/guardians and CCA.

_____ I will not disclose, use, or disseminate student photographs or personal information about students, self or others unless there is parental, school administrative, and CCA approval.

_____ I agree only to do what is in the best personal and educational interest of every student.

_____ I will use only adult bathroom facilities (minors are excluded).

_____ For the protection of both the student and the speaker/parent, I agree to not place myself in situations in which I am alone with a single student.

_____ I agree to complete an online background check at the end of this process either for myself or on behalf of my child that I will present and accompany at speaking sessions.

_____ I understand that failing a background check may exclude me or my child from becoming a Speakers’ Bureau member even if there was successful completion of an audition.

_____ I agree to act honestly, truthfully and with integrity in all interactions.

_____ I agree to dress in a manner that is appropriate and sets a positive dress and grooming examples for students and shall adhere to standards of dress and appearance that are compatible with an effective learning environment.

I, ________________________________________________________________, have read the and understand all of the responsibilities as a speaker/parent of speaker, and I accept these code of conduct.

Signature: _________________________________ Date: __________________________

FOR QUESTIONS OR CONCERNS: Contact CCA's Outreach Director, Khadija at: kmoten@ccakids.com