



Texas TSA Advisors' Code of Conduct

Professional staff (teachers, admins, etc...) are always considered to be on the clock and serving in their official capacity as educators while in attendance at Texas TSA events. This includes the entire trip from when they leave their home campus until they return to the campus at the end of the event. As such they are bound by the professional standards and policies as set by their school district or campus administrators for the entire duration of the event. Please do not place your professional license status in jeopardy by making bad choices while at our events. Texas TSA will report directly to a district's superintendent any actions that call into question the professional conduct of any adult attendee.

Texas TSA Advisors and Official Chaperones shall:

1. Ensure all attendees have access to the official schedule for the EVENT. This includes the official event app if such is used by Texas TSA.
2. Ensure adequate adult supervision for their chapter members at all times. It is advised that if your district does not have a chaperone to student ratio that a minimum of 1 to 10 be adhered to if at all possible.
3. Ensure that students are always under direct supervision. For example: If all the advisors and chaperones are onsite in the convention center, then no students should be in the hotel unattended.
4. Make sure their chapter arrives on time to not interfere with the timely running of the EVENT and not schedule their departure from EVENT until the conclusion of all activities or required meetings. Please notify event coordinator or Texas TSA executive director ahead of time if there are issues.
5. Conduct periodic meetings with their students and chaperones for the purpose of reviewing the EVENT activities, obtaining progress reports, emphasizing time schedules, sharing successes, and to ensure that the safety and well-being of students in attendance.
6. Keep an agenda of their own schedule and give it to their students along with contact information, so that the advisor may be reached during the EVENT at any time. Contact information for all chaperones should also be provided.
7. Ensure that all attendees, including advisors & chaperones, adhere to the Attendees Code of Ethics/Conduct for the EVENT as well as published safety & security policies.
8. Make sure their chapter attends required activities while at the EVENT.
9. Follow the dress code designated by Texas TSA
10. Attend any mandatory Advisor/Chaperone meetings while at EVENT.



11. Provide Texas TSA contact information for all Advisors and Chaperones present at Texas TSA events if requested.
12. Advisors are expected to notify Texas TSA officials if students are involved in illegal activities while present at Texas TSA events. Texas TSA reserves the right to take steps it deems necessary in such situations. To include notifying law enforcement and/or School District administration.

The purpose of these policies is not to create an unreasonable burden on schools but to ensure the safety of attendees and create a positive environment that allows Texas TSA to run a successful EVENT. Failure to adhere to these policies could jeopardize your chapter's status with Texas TSA and any awards/recognitions earned at Texas TSA events.

This policy has been approved by the Texas TSA Board of Directors.

Jan. 18, 2020