

MEDICAL RELEASE and CODE of CONDUCT
Authorization to attend event and Emergency Medical Treatment

Key Clubber's name _____

Address _____
Street City State Zip

Height _____ **Weight** _____ **Sex** _____ **Birthday** _____

Who is this student's designated chaperone at the convention? _____
A designated chaperone must be a Kiwanian, faculty member, parent, legal guardian, or person In loco parentis, who is over the age of 21, approved by the school, and registered with and accompanying the students at the convention.

Person to Contact in case of emergency _____

Relationship to student _____
Phone (H) Phone (W)

Alternate Contact _____
Name Relationship Phone

Name of Health Insurance Company _____ **Policy #** _____

Group Name on Insurance Company _____

Telephone number or other contact information on insurance card _____

Will your Key Club member be taking prescription medication or over the counter medication of any type? ____

If Yes, explain _____

Has he/she ever been or is currently being treated for:

Nervousness _____	Rheumatic Fever _____	Asthma _____
Convulsions/Epilepsy _____	Cancer or Tumor _____	Diabetes _____
Heart Condition _____	Headaches _____	Allergies to medications _____
High Blood Pressure _____	Fainting Spells _____	

List any allergies or other medical conditions we need to be aware of: _____

I am the parent or legal guardian for the above-named Key Club member, and give my permission for him/her to attend the convention, conference and/or other event(s) sponsored by the Kentucky-Tennessee Key Club District and Key Club International. I also have read and understand the Code of Conduct, and I understand that a violation of certain provisions of these rules may result in the dismissal of my Key Club member from the event. I hereby certify that the information provided above is correct.

In the case of medical emergency, I understand that every effort will be made to contact the emergency contacts listed above. In the event those persons cannot be reached or time does not permit, I hereby give permission to a licensed physician or other licensed medical provider, to provide proper treatment, including but not limited to hospitalization, injection, anesthesia and/or surgery, for the above-named Key Club member. On behalf of myself and my ward/minor, I/we hereby **RELEASE, WAIVE AND FOREVER DISCHARGE** the Kentucky-Tennessee Key Club District and Key Club International and its officers, directors, employees, parents and subsidiaries, agents, from any and all claims, liabilities, causes of actions, damages, demands, judgments, executions, liens and costs whatsoever, in law or equity, including, without limitation, liability for death or bodily injuries to any person or damage to any property resulting from any (i) claims made against medical providers of emergency services under this authorization, or (ii) against Key Club International for obtaining medical emergency services for said Key Club member pursuant to this authorization.

Parent or Guardian _____ Signature _____ Date _____

Kentucky-Tennessee District Convention Regulations and Code of Conduct

While it seems unnecessary to mention the Code of Conduct expected of each person in Key Club, it is wise to cite specific rules and regulations adopted by the district board, so there is no room for misunderstanding. Infractions will be reported to the district administrator and appropriate action will be taken, up to and including dismissal from the convention, if necessary. In such cases the individual's parents or guardians, the school principal, and the sponsoring Kiwanis Club will be notified. Furthermore, the parents/guardians will make arrangements, at their own expense, for the student to leave the convention and return home immediately.

Expectations

1. All attendees are expected to abide by all government laws and regulations.
2. Care should be taken not to deface or destroy any property. Such things as pillow fights, throwing objects from windows or balconies, and materials affixed to hotel walls is prohibited. In such cases, the school and sponsoring Kiwanis Club will be notified.
3. The individual member, or club, will be responsible for the cost of any theft or damage of hotel property.
4. Tobacco products are strictly prohibited at any time.
5. Any intoxicant of any nature will not be permitted in the possession of anyone attending the convention. This includes, but is not limited to, alcoholic beverages and controlled substances.
6. No prescription medication shall be permitted unless prescribed to the attendee.
7. Members are expected to abstain from any activity of a sexual nature, including distasteful dancing and public displays of affection.
8. Members are expected not to participate in hazing or any action that creates unnecessary physical or mental discomfort, embarrassment, harassment, or ridicule of others.
9. All participants are expected to attend all convention activities including general sessions, workshops, & caucuses.
10. Gambling, use of fireworks, or anything of a dangerous nature is prohibited. In short, any act unbecoming of a Key Clubber will not be tolerated, and may result in your dismissal from the convention.

Lodging

1. Members must sleep in their assigned rooms.
2. No members of the opposite sex will be allowed in any hotel room occupied by a Key Clubber unless an adult chaperone is present.
3. At 12 midnight (curfew), each registrant is to be in his or her room, with the any adjoining doors and/or balcony doors closed and locked. Unnecessary noises are prohibited at any time. Curfew is in effect until 5 am.
4. One Kiwanis sponsor, faculty advisor, or adult chaperone (as defined by Key Club International and approved by the school administration) must register, reside, and attend the convention for every 4-8 Key Clubbers registered.

Dress Code

1. All participants are expected to adhere to the designated dress code for every session.
2. **"Professional"** dress includes the following:
 - Males**—Dress Shirt, Slacks, Neck Tie, Sports Coat or Suit Coat, and appropriate shoes.
 - Females**—Dress or Suit, Skirt or slacks, blouse, and appropriate shoes
 - No sleeveless tops, spaghetti strap tops are to be worn without a cover
 - No midriffs
 - No shorts, jeans, or tennis shoes will be permitted for males or females.
3. **"Business casual"** dress refers to the following:
 - Males**—slacks, collared shirt, and appropriate shoes
 - Female**—slacks, skirt or skort, blouse or collared shirt, and appropriate shoes
 - No sleeveless tops, spaghetti strap tops are to be worn without a cover
 - No midriffs
 - No shorts, jeans, or tennis shoes will be permitted for males or females
4. **"Casual"** dress refers to the following:
 - Males**—Appropriate shorts or jeans, collared shirt, sweatshirts, or appropriate shirts, casual footwear
 - Females**— Appropriate shorts, skirt, skort, or jeans, collared shirt, sweatshirts, or appropriate shirts and casual footwear.
 - All clothing for males and females must be modest and appropriate
5. No sleepwear of any kind (sleep pants or shorts, pajamas, etc.) are to be worn in any public area or outside of the individual's sleeping room
6. Nametags are to be worn at all convention activities, but are to be removed when exiting the convention site.
7. Any clothing with inappropriate language or graphics will not be allowed. All skirts and dresses must be of fingertip length.
8. If your attire is seen as distasteful, you will be asked to change.

Enforcement

1. Individual sponsors, advisors, and chaperones are responsible for their club's adherence to the code of conduct
2. The Sergeant-at-Arms Committee shall be responsible for the enforcement of the convention code of conduct.
 - All attendees shall respect this authority vested in the Sergeant-at-Arms Committee.**
3. Infractions of this code will be reported to the district administrator and appropriate action will be taken, including dismissal from the convention, if necessary. In such cases, letters will be sent to the individual's parents, principal, and sponsoring Kiwanis club.
4. Violations including, but not limited to, destruction of property, possession and/or consumption of alcoholic beverages and controlled substances, or any illegal activity, such as theft, will result in the immediate dismissal from the event.
5. If any Key Clubber is dismissed from the event, the parent or guardian is required to make arrangements to get the student home immediately, and will be responsible for any costs associated. No exceptions.
6. This code is in effect from the time you depart for the event, until the time you arrive home from the event.