

# VIRTUAL CODE OF CONDUCT

It is important that our members, participants and guests feel welcome at the Northwest CT YMCA and in our programs. The code of conduct embodies the spirit of the Y and is intended to help everyone feel comfortable and thrive. As YMCA staff, participant, volunteer or guest, we ask you to agree to follow this code of conduct which is rooted in our YMCA core values: honesty, caring, respect, and responsibility.

## **Appropriate Video Call Etiquette**

When registering/signing-in for any video call or meeting, please use your First & Last Name (not a random username), as well as your state abbreviation in parentheses. Example: Clement Duran (NY). This helps us to ensure the privacy of our meetings.

Please find a quiet area and call-in at the scheduled time so you can be fully present. If you are able/willing to use the camera on your device, we encourage those participants to use their video function so we can see and hear you.

Please do your best to keep background noise or distractions to a minimum. Please do not take your phone or computer to the bathroom.

Photos and videos of others without their expressed consent is prohibited.

## **Appropriate Attire**

Appropriate attire must be worn at all times. Clothing with vulgar language, obscene gestures, racial slurs, or anything that contributes to a hostile environment or would be considered inappropriate in a YMCA facility or program is not allowed. Appropriate tops and bottoms should be worn.

## **Appropriate Language**

Vulgar language, including swearing, name-calling or shouting/yelling at others is prohibited. When communicating in the chat box, please do not send links or information that is not aligned with our YMCA values.

## **Creating a Welcoming Environment**

Respect others' cultures and personal way of being. We strive to create a safe emotional and physical space. We encourage participants to honor diversity in all dimensions and respect opinions or perspectives. The YMCA stands up against all forms of bullying, discrimination and racism.

## **Appropriate Conduct**

Any other conduct of an inappropriate, threatening or offensive nature will be investigated/evaluated by YMCA leadership. Staff, members, guests and/or volunteers that do not abide by this agreement may be prohibited from participating in future virtual events or in person activities.

### **Alcohol, Tobacco and Drugs**

The use of alcohol, tobacco, and drugs (including e-cigs/ tobacco-like products) is not permitted in or outside of ALL virtual calls. Participants that show, obtain, see in the background, make references to or use during the virtual calls will be removed from meeting and removed from future virtual and in-person events. Law enforcement may be involved if necessary.

### **Report an Issue**

We ask that you please report any violations to this code of conduct directly the director or coordinator of your home branch

To create and maintain a space that embodies our core values, the Y is serious about being clear regarding activities that are not allowed. If you violate this code of conduct, consequences can include termination of program privileges and involving appropriate legal authority. The YMCA reserves the right to make situational decisions based on our policies, mission and values.