

## St. Olaf College Guest Policies and Behavioral Expectations - Group

We are pleased that you have chosen to participate in an event being held on the St. Olaf campus. For the comfort and safety of all who work, live, visit and learn at St. Olaf College, we ask that you abide by the rules listed below. Please complete all requested information and read the rules carefully.

Group Name \_\_\_\_\_

Group Director \_\_\_\_\_

St. Olaf Host (employee name/department) \_\_\_\_\_

Group Leader Contact Cell Number \_\_\_\_\_

Second Group Leader Cell Number \_\_\_\_\_

- All residential guests must attend event orientation.
- Staff, residents and guests will be treated with dignity and respect. Threats, injuries or endangerment of oneself or others physically or emotionally will not be tolerated.
- Participants will adhere to additional rules of conduct specifically designed for your event, classroom, and/or studio set forth by program instructor or campus personnel.
- Participant will remain in the designated event areas only and remain on the St. Olaf campus unless they present a signed permission note from a parent/guardian to the program director.
- Inappropriate use of cameras and digital imaging equipment is prohibited anywhere. Devices may not be used in locker rooms, bathrooms or private spaces.
- Attendance and participation is required at all activities, whether they be instructional or recreational. Any participant needing to be excused due to illness must first report to the program staff.
- Event/college equipment and supplies will be used in a safe and appropriate manner.
- Damages to program/campus property must be paid for by the participant or the participant's parent or guardian.
- Smoking and the use of any tobacco products are prohibited in all St. Olaf buildings and near all building entrances. The use or possession of alcohol or illegal drugs is strictly forbidden and will result in dismissal without refund.
- Firearms, weapons and fireworks are not permitted on campus.
- Pets are not permitted in any campus building. Service animals must be clearly identified.

Failure to follow the above guidelines may result in the immediate cancellation of participation in the event. No program refunds will be given.

I/we agree to the expectations stated above, and understand that violation of the rules may result in participant's immediate termination from the event.

Signed \_\_\_\_\_ Date \_\_\_\_\_