

**Northern Force Team 172**  
**Student Code of Conduct**  
**Student Contract**  
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**Student Code of Conduct**

The Northern Force Team 172 Student Code of Conduct ensures that students are productive in a positive atmosphere. Students are expected to know and abide by the Code. Students will be accountable for all of their actions and in the case of repeated infractions of the Code the student will be removed from the team. Their responsibilities are listed below.

1. This team communicates by e-mail. Members must check their email daily or more often for planned events. The Team Website is also updated with calendar information.
2. Members are expected to be on time for meetings or notify their faculty advisor of absence.
3. Student members must remain on task at all times.
4. Student members must act in a gracious and professional manner.
5. Students, mentors and faculty advisor will treat one another with respect.
6. Student members should show dedication to FIRST and Team 172 by participating in expected team events.
7. Student members MUST follow all Northern Force safety rules.
8. Student members must follow the Falmouth High and Gorham High School Codes of Conduct, respective to their schools.
9. Student members will show respect for IDEXX Laboratories, National Semiconductor, Lanco Assembly Systems, USM/Gorham and other team sponsors' property and reputation.
10. Student members must wear team uniform at set team events.
11. Student members are expected to maintain good study habits and grades during the season.

**Safety**

Safety must be observed, practiced, and maintained at all times. The following rules ensure the safety of students, faculty advisors, mentors, and any visitors to IDEXX Laboratories, National Semiconductor, Lanco Assembly Systems -USM/Gorham, and the facilities of other team sponsors and machine shops within the high schools.

1. Safety glasses must be worn at all times when working.
2. Horseplay will not be allowed at any time.
3. Students must adhere to posted safety signs within the workshop areas.
4. Students may use machinery and power tools only under the direct supervision of a mentor or qualified adult. Instruction and safety instructions will be provided for safe operation of any equipment that students may use.

**Attendance**

Attendance will be taken throughout the preseason, build season, and at team events. Good attendance is essential to a successful team and is also a factor in determining which students make the travel team. (See also Travel Qualifications.)

1. During preseason and the build season, attendance will be taken at every meeting.
2. The primary Mentor of each sub-group will keep attendance.
3. Students are encouraged to review their attendance records.

**Competitions**

1. Students who are selected to travel with the team to the competitions must be ready, willing, and able to execute their tasks or jobs with dispatch. Students must adhere to all competition center rules and not leave the competition facilities or hotel without a parent or mentor. They are not to trespass into off-limits areas, nor tamper with competitors' belongings. They must be ready to join in on short notice to gathering points and cheer for their team.

2. For competitions, attendance will be taken three times, twice in a roll call fashion and once by having members report to their Mentors from the build season.
3. Roll call will be used upon departure from the high school and upon leaving the competition.
4. The Mentor reports any missing students to the Faculty Advisor immediately.
5. If a student leaves early they must inform the Faculty Advisor and have a Parent/Guardian present.

### **Travel Qualifications**

At times, due to the large number of members on the Northern Force Robotics Team and limited funds, there may be occasions where the whole team may not be able to go to an event. Qualified members of the Northern Force team will instead attend these events having met responsibilities and commitments for their involvement. (See also Attendance.)

1. To be considered for travel to a regional competition, students must have contributed at least **30** hours of work. These 30 hours may include fund raising activities, work with a subteam, etc.
2. In order to be qualified for travel, a student or mentor must demonstrate a high level of dedication to both the ideals of FIRST and of the Northern Force Robotics team.
3. They must play a part in the progress of their subgroup as determined by the student mentor and any adult mentors of their group.
4. Students must comply with all attendance procedures as stated in the attendance section of the handbook as well as with their school's policies of participation in extra curricular activities and excused absences from school.
5. No student or mentor is automatically included for travel events; members must comply with regulations and guidelines in order to earn a spot.

## **Northern Force Team #172 Student Contract**

The following contract is designed to ensure that every student, mentor, and parent fully understands the expectations of the Northern Force First Robotics Team.

1. I have read and will abide by the entire Team handbook, in particular, the Student Code of Conduct, and I understand and accept my obligations as a member of the team.
2. I understand and will abide by the safety rules that must be followed during the process of building, designing, and operating a robot.
3. I understand the consequences of any prohibited behavior.
4. I understand the development of a robot is a cooperative learning experience for both Mentors and students.
5. I understand the responsibilities of the student leaders and will respect their authority.
6. I agree to be held accountable for my attendance and expected level of contribution at all meetings and events.
7. I will be held accountable for my productivity as a member of the team.
8. I will be responsible for keeping current with email communications and will respond promptly.
9. I will support the ideals of First Robotics and the goals of the Northern Force Robotics team.

I have read the entire contract and agree to all guidelines and expectations set forth in the Team handbook.

\_\_\_\_\_

Student

\_\_\_\_\_

Date

\_\_\_\_\_

Parent

\_\_\_\_\_

Date

# Confidential Consent Form and Information Sheet

For robotics events from September 1<sup>st</sup> 2008 to August 31<sup>st</sup> 2009

Every team member will fill out the following information sheet. This sheet consists of questions ranging from time commitment to reasons for joining.

Student Name \_\_\_\_\_ Parent Name \_\_\_\_\_  
Grade \_\_\_\_\_ Class of \_\_\_\_\_ Parent Phone \_\_\_\_\_  
Phone \_\_\_\_\_ Parent E-mail \_\_\_\_\_  
E-mail \_\_\_\_\_ Address if different \_\_\_\_\_  
Address \_\_\_\_\_ Parent work phone \_\_\_\_\_  
Town/Zip \_\_\_\_\_ Parent employers \_\_\_\_\_

### Emergency Contact information

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
Physician name \_\_\_\_\_ Phone \_\_\_\_\_

What are your interests on the team? Choose a 1<sup>st</sup> and 2<sup>nd</sup> option.

### Construction

- ◆ Mechanical (Drive/chassis \_\_\_\_\_ Lifting arm \_\_\_\_\_ Inventory Control \_\_\_\_\_)
- ◆ Electrical \_\_\_\_\_ Programming \_\_\_\_\_
- ◆ Project management \_\_\_\_\_ Practice Field Construction \_\_\_\_\_

### Digital Arts

- ◆ Animation \_\_\_\_\_ Web site \_\_\_\_\_ Video \_\_\_\_\_ Photo \_\_\_\_\_

### Administrative

- ◆ Marketing \_\_\_\_\_ Public relations \_\_\_\_\_ Team Spirit \_\_\_\_\_ Financial \_\_\_\_\_

### Other

- ◆ Strategy/coaching/driving \_\_\_\_\_ Pit crew \_\_\_\_\_ Rules team \_\_\_\_\_

1. Why do you want to be a member of the Northern Force Robotics Team?

2. How can you benefit from being on the team?

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### Parent /Legal Guardian Authorization

I certify this health history is correct and the person herein has permission to engage in all prescribed activities except as noted. In the event I cannot be reached in an emergency, I give permission to the physician, selected by the adult leader in charge, to hospitalize, secure proper anesthesia or order injection or surgery for my child or myself.

Permission is specifically granted by the undersigned for the following activities:

Swimming \_\_ Self-administered Tylenol or Advil \_\_ Travel alone or in a group with a team mentor \_\_

Signature (parent/guardian) \_\_\_\_\_ Date \_\_\_\_\_

### Liability and Risk

Neither the Gorham nor the Falmouth School Departments provide health and accident insurance for students. Students participating in this organization are responsible for providing their own. In an emergency, proof of insurance may be required. Please list your policy name and number below or the student should carry an insurance card.

Policy name (company) \_\_\_\_\_ Policy number \_\_\_\_\_

Policy holder signature \_\_\_\_\_ Date \_\_\_\_\_

### Photography consent

I grant full permission to Northern Force Team #172 to use my photograph and my child's photograph in any medium including print and Internet for the purpose of promoting or reporting on team activities. This consent serves to waive all rights of privacy or compensation that I may have in connection with the use of such photographs and/or name.

Signature (parent/guardian) \_\_\_\_\_ Date \_\_\_\_\_