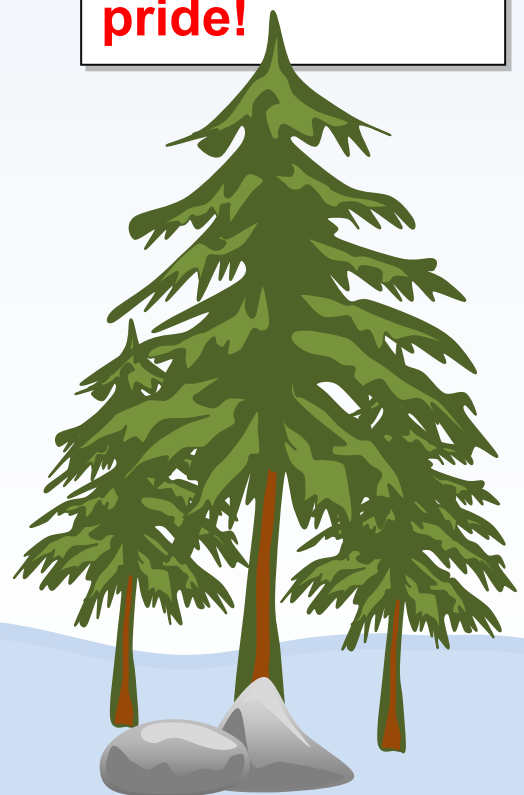


SDSCA 2024 Convention is fast approaching, and I know there is always last-minute details to work out but, You Got This! Your state board has worked very hard to bring a very exciting convention to you and your members! I'm very excited for it but just want to remind all advisors to do their part in their chosen monitoring areas! It takes all the village advisors to put on a smooth-running convention! Plus, please monitor the hallways at your hotel! We usually get a few complaints about this after the convention so let's make it a hotel complaint free convention this year! Come and enjoy our 2024 SDSCA convention!! Thanks for all your hard work and commitment!

**Don't forget all your forms, checks, hats and gloves to donate back to centers! Bring Lots of school spirit and pride!**



## STATE STUDENT COUNCIL CONVENTION RULES AND REGULATIONS

1. Students are to attend ALL sessions, activities, and meals. Advisors will monitor attendance. Students are not permitted to leave the Convention Center area anytime during sessions or session breaks without their Advisor. Advisors are not permitted to take students off the convention premises during a scheduled session or activity unless cleared with the convention organizers.
2. Name Badges must be worn in clear view (around the neck) at all times during all Convention functions.
3. Caps or hats are not to be worn at anytime during the Convention.
4. You are to be in your assigned room at curfew as established by the SDHSAA (as listed on schedule).
5. You are expected to behave in a manner appropriate for the occasion. Excessive noise, disruptive and unruly behavior is not permitted. Participants should refrain from abusive and profane language, avoid boisterous conduct and show respect for the rights and property of others. Televisions and radios should be kept at a minimum volume so as to not disturb other convention participants and hotel guests.
6. Any damages caused by you or to your room (whether caused by you or others that visit your room) will be billed to you and your school.
7. Banquet Dress Code: The convention banquet is a formal event. Formal attire is required. For the convention awards banquet, boys are to wear a shirt and tie with dress slacks. Girls may wear a dress, pant suit, or nice skirt and blouse.
8. Social Activities Dress Code: Students must adhere to their local school dress code. It is recommended that students wear their local school's student council t-shirt and jeans or other school attire.
9. Possession and/or use of alcoholic beverages or alcoholic beverage containers (full or empty), illegal drugs or use of tobacco products is prohibited. Violation of this policy will result in the student being sent home immediately at his/her own expense.

THE SDSCA STAFF AND CONVENTION ADVISORS WILL CONFRONT CONVENTION PARTICIPANTS WHO VIOLATE ANY OF THESE GUIDELINES. PERSISTENT VIOLATIONS OF GUIDELINES # 1-8 WILL RESULT IN THE PARTICIPANT BEING ASKED TO LEAVE THE CONVENTION. VIOLATION OF GUIDELINE # 9 WILL RESULT IN IMMEDIATE DISMISSAL FROM THE CONVENTION.

# 1. Choose rooms for students ahead of time

Getting in a room with friends is a BIG deal for students. Do not leave room arrangements until you get to the hotel and are giving out keys or you will have drama and tears on your hands. Ask students who they would or wouldn't like to be with ahead of time. Find out the arrangements of how many beds are in each room and place students in rooms with others that they can get along with but will not be tempted to do things they shouldn't.

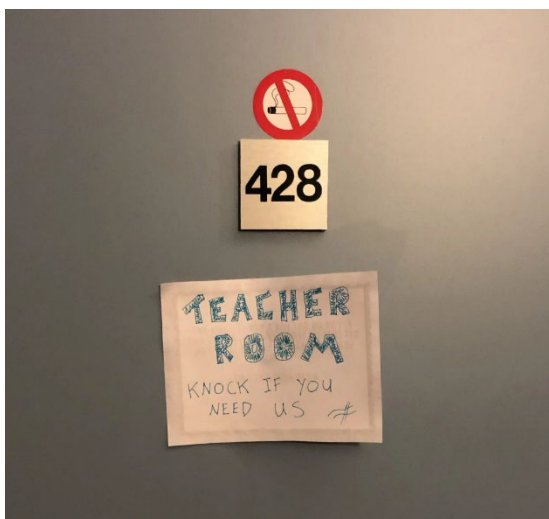
# 2. Strategically place chaperones and students

Having students on one end of the hall and teachers on the other would probably mean you'd get more sleep, but it also increases the likelihood of trouble. Put chaperones in rooms interspersed with student rooms. Put yourself right next to the room that you anticipate the most trouble or noise from so you'll be sure to hear it first. Separate blocks of rooms of friends or romantic relationships.

# 3. Know where all your rooms and students are

When keys are given out, write down the room numbers on a chart so you know where all students are. Make sure all teachers and chaperones have a copy.

# 4. Make it easy for students to find you



If students have an emergency in the middle of the night they need to be able to find you quickly. In addition to having your phone number, it can be helpful to put a sign with your name on your door to signal to students where your room is. If the hotel won't let you do this make sure you communicate your room number to students by text or give it to them on a piece of paper.

## 5. Get to know the staff at the desk

Introduce yourself to whoever is on night duty and let them know your expectations for students. For example, if they see students leaving the building or get noise complaints they should call you. Most staff will happily do this, as they would rather have you address the issues than have to deal directly with students.

## 6. Set clear expectations for student behavior

Yes, you do have to tell students the obvious like “don't take anything from the mini-bar” or “don't make noise after 10:00”. Anticipate what might be an issue. Is it ok to order pizza? Is it ok to visit a friend's room?

## 7. Do an in-person good night check-in

When it's time for bed visit the rooms of all your students and make sure you actually see each student. If students say “oh she's in the bathroom” come back 10 minutes later and make sure that you see her.

## 8. Teach students how they should leave a hotel room at the end of the stay and check the room

Teach students to be responsible guests by tidying up any trash, putting towels in a pile in the bathroom, and generally not leaving the room in a disastrous condition. Tell them they should make sure to check under the bed and in the bathroom to make sure they haven't forgotten anything. Chaperones should still do a quick walk-through of each room before checking out. Chances are good that you will find something that would have been forgotten.

