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School Name and Phone Number

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Chapter Member's Name

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Chapter Advisor Name and Phone Number

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Chapter Member's Grade

**Please PRINT all information legibly. Thank you!**

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Chapter Member's Date of Birth:

# ARIZONA DECA

## COMPREHENSIVE CONSENT FORM

**PURPOSE:** This form, complete with all information and signatures required, must be submitted by every DECA Member prior to attending any DECA event. It is recommended that this form be on file in each local school no later than September 30<sup>th</sup> of each year and that it be maintained on file. Additionally, the DECA Chapter Advisor is asked to bring this form to each DECA event. Completion and signing of this document indicates that the DECA Member, parent or guardian, DECA Chapter Advisor, and school administrator have read this form and approve of its contents.

Completion/signing of this document provides consent for:

1. Chapter Member attendance at and travel to and from DECA events.
2. Emergency medical treatment.
3. Chapter Member abiding by the DECA Code of Conduct.
4. Chapter Member abiding by the DECA Dress Code.
5. Waiver of Liability

**PHILOSOPHY:** It is a privilege and an honor for a Chapter Member to attend and participate in DECA events. As such, each DECA Member has the unique opportunity to represent his or her school, community, and family as a professional business person. Chapter Members are expected to follow all rules and regulations stated herein. In cases of uncertainty, the Chapter Member should confer with his or her Chapter Advisor or chaperone prior to acting, since ignorance of rules and regulations will not be considered an acceptable excuse. Chapter Advisors, chaperones, and state staff assume the responsibility of enforcing all rules and regulations to ensure, to the greatest degree possible, the safety and well-being of each Chapter Member.

**DECA EVENTS:** Consent and approval indicated by the signing parties are applicable to the following DECA events:

1. AZ DECA State Officer Leadership Development Institute (SOLDI)
2. AZ DECA Camp DECA
3. AZ DECA Fall Leadership Conference (FLC)
4. DECA Western Region Leadership Conference (WRLC)
5. AZ DECA District Career Development Conferences
6. AZ DECA State Career Development Conference (SCDC)
7. DECA International Career Development Conference (ICDC)
8. All other approved DECA conferences, events, and activities

**MEDICAL CONSENT:** Please fill in all blanks. Enter "N/A" (not applicable) as appropriate.

I, as indicated by my signature below, \_\_\_\_\_  
(Name of Parent or Guardian) (Relationship to Student)

of \_\_\_\_\_  
(Chapter Member Name) (Age)

of \_\_\_\_\_  
(Complete Home Address, Including Zip Code) (Home Phone) (Emergency Phone)

hereby authorize in advance any necessary medical treatment required while traveling to and from and while attending the conferences, events, and activities referenced on this form.

He/she is insured for medical coverage by \_\_\_\_\_  
Insurance Company Policy No.

Medical conditions of which you should be aware are (*i.e., heart condition, allergies, diabetes, asthma, epilepsy, rheumatic fever, etc.*) \_\_\_\_\_

Medication currently being taken is \_\_\_\_\_

Personal physician is \_\_\_\_\_  
Name Address Phone No.

**SPECIAL NEEDS:** Arizona DECA recognizes the special needs of many of our Chapter Members. If any Chapter Member has a special need that require accommodation, the Chapter Member is requested to inform Arizona DECA of such needs so appropriate accommodations can be made.

**DRESS CODE:** DECA is, first and foremost, a professional organization for students enrolled in Business and Marketing Education. Just as in a business environment where company policies related to dress and grooming are maintained, DECA has developed its own policies. Essentially, proper dress and grooming for any occasion is a matter of exercising good judgment; thus, should a question arise concerning the DECA Dress Code, please consult with your Chapter Advisor prior to making a decision. Help us build and maintain a positive image of Arizona DECA! All DECA conferences, events, and activities must be attended in appropriate business attire. DECA Chapter Members and Chapter Advisors should develop an awareness of the image one's appearance projects. The purpose of the dress code is to uphold the professional image of the association and its members and to prepare Chapter Members for the business world.

Appropriate attire is required for all attendees – Chapter Advisors, Chapter members, Chaperones, and guests – at all general sessions, competitive events, regional meetings, workshops, and other DECA activities unless otherwise stated in the event program or materials. Conference name badges are part of this dress code and must be worn for all conference functions. For safety reasons, do not wear name badges when touring or participating in offsite activities.

**POOL ATTIRE:** If a swimming pool, jacuzzi, sauna, etc., is available for Chapter Member use, the following dress is appropriate **ONLY** when traveling to and from and when using such facilities: Robe or tee-shirt, swimsuit, shoes, or sandals. **Under no circumstances are Chapter Members permitted in the hotel lobby or in any other portion of event facilities in Pool Attire.**

**CONDUCT CODE:** Participation in Arizona DECA activities provides an opportunity for Chapter Members to interact with business professionals, adult DECA supporters, other DECA Chapter Members, and the general public. As a result of establishing a positive, ethical, and professional image, many businesses, civic organizations, and individuals provide financial and human resources to DECA and its Chapter Members. Once again, should you have a question concerning what constitutes acceptable behavior, ask your Chapter Advisor or chaperone prior to making a decision. DECA values its reputation and asks you to help maintain it. The following Conduct Code has been established and is enforced at all DECA conferences, events, and activities.

**LEVEL ONE VIOLATIONS:** The following have been identified as extremely serious violations:

1. Rudeness or insubordination.
2. Violation of any city, state, or federal law.
3. Possession, consumption, transportation, or purchase of any alcoholic beverage, tobacco, vaping products, or illegal drug. If any of these items or evidence of their use are found in a hotel room, all occupants of that room shall be **subjected to the penalties** prescribed below.
4. Defacing, damaging, or stealing public or private property.
5. Failure to attend conference activities, including competitive events, general sessions, and special meetings.
6. Male in female's room or female in male's room **WITHOUT AN OPEN DOOR** and without the permission of a DECA Chapter Advisor or chaperone.
7. Missing curfew by more than 30 minutes. Curfew means being in your assigned room with the door closed and noise kept at a minimum. If you are not staying in the hotel, curfew means that you have left the hotel grounds by the stated time.
8. Throwing any object from a hotel window or vehicle.
9. Having non-DECA members or unregistered individuals in your hotel room at a DECA conference, event, or activity.
10. Repeated Level Two violations.
11. Violations not mentioned as identified by the Chapter Advisor, chaperone, state staff, or school official.

**LEVEL ONE PENALTIES:**

1. Expulsion from the DECA conference, event, or activity.
2. Notification of the Chapter Member's parent or guardian.
3. Notification of a school official.
4. Chapter Member, parent or guardian, and Chapter Advisor must immediately arrange and pay for alternate travel plans to return home. *(If the Chapter Advisor or chaperone refuses to comply, the state office will finance the trip home and invoice the chapter for reimbursement.)*
5. Forfeiture of all awards, moneys, scholarships, travel grants, and future opportunities to participate in Arizona DECA conferences, events, and activities.
6. Other penalties at the discretion of the Chapter Advisor, chaperone, school official, or state staff.

**LEVEL TWO VIOLATIONS:** The following have been identified as less serious violations; but, if repeated, Chapter Member may be subjected to penalties similar or equal to those prescribed for Level One Violations:

1. Failure to follow the Arizona DECA Dress Code.
2. Failure to wear identification badges during the conference.
3. Tardiness to DECA event activities. If tardy by 30 minutes or more, a Level One penalty applies.
4. Leaving the event site without the knowledge of your Chapter Advisor or chaperone.
5. Missing curfew by less than 30 minutes and by not being in your assigned room with the door closed and noise kept to a minimum.
6. Other violations not mentioned above but identified by the Chapter Advisor, chaperone, state staff, or school official.

**LEVEL TWO PENALTIES:**

1. Verbal and written warning and immediate compliance with conference rules.
2. Notification of the Chapter Adviser and state DECA staff.
3. Repeat violations or another Level Two violation may result in Level One penalties.

**TRAVEL AND ATTENDANCE:** As indicated by my signature below, I hereby give my student permission to attend and travel to and from the DECA conferences, events, or activities referenced on this form.

**CONDUCT CODE:** As indicated by my signature below, I have read, will comply with, and will assist with the enforcement of the Arizona DECA Conduct Code.

**DRESS CODE:** As indicated by my signature below, I have read, will comply with, and will assist with the enforcement of the Arizona DECA Dress Code.

**MEDIA RELEASE:** I hereby grant Arizona DECA and the National DECA Office permission to make still or motion pictures and sound recordings, separately or in combination, and also give any production company approved by Arizona DECA and/or the National DECA Office permission to use the finished silent or sound pictures, and/or sound recordings as deemed appropriate. I also grant Arizona DECA and the National DECA Offices permission to share these artifacts with other appropriate organizations, including – but not limited to – the Arizona Department of Education, the Association of Career and Technical Education, the Association of Career and Technical Education of Arizona, and the Arizona Technology and Industrial Education Association.

**WAIVER OF LIABILITY:** As indicated by my signature below, I agree to waive the liability of Arizona DECA and its staff, the Arizona Department of Education, the DECA Chapter Advisor, and chaperones for accident or illness occurring during transit or while participating in any and all approved DECA conferences, events, and activities.

**SIGNATURES:**

_____	_____
Chapter Member Signature	Date
_____	_____
Parent Signature	Date
_____	_____
Chapter Advisor Signature	Date
_____	_____
School Administrator Signature	Date

