

# Michigan FCCLA Adviser Code of Ethics

---

Family & Consumer Science education programs offer training to those students who wish to make a positive impact on their lives and the lives of others. Individual conduct and appearance is an important aspect of this training. At FCCLA's Conferences and activities this phase of the education program becomes apparent.

Since being a good example is one method of teaching, and students participating in FCCLA's conferences are impressionable, this **Code of Ethics** has been set for adult advisers. It becomes the responsibility of each and every participant to see that proper conduct is adhered to at all times.

1. The term "adviser" refers to the chapter adviser and all other chaperones and adults attending FCCLA conferences.
2. Advisers are role models for students. As such, they are responsible for acting in a manner that sets a positive tone for the conference.
3. Advisers are responsible for their students' actions. An adviser must take the appropriate disciplinary steps as defined in the Michigan FCCLA Code of Conduct.
4. It is highly recommended that advisers meet personally with a parent/guardian prior to registering students for activities to explain the Michigan FCCLA Code of Conduct.
5. Advisers must be available to their students and other advisers 24 hours per day. This responsibility begins from the time parents/guardians leave students with the adviser until the time they pick them up after the conference.
6. Proper supervision is essential for successful management of conferences. Listed below are the minimum student to adviser ratios for conferences. Failure to comply with these guidelines will result in the chapter registration not being processed. An ideal chaperone situation would be to have both a male and female chaperone responsible for each chapter. All advisers/chaperones needed for these ratios must pay the appropriate registration fees.

### **Fall Leadership Conferences:**

One adviser is required for any number of students.

### **State Leadership Conference:**

One adviser is required for every ten (10) students. (At eleven students – two adults are required, etc.)

### **National FCCLA Conferences:**

For National FCCLA Meetings and Conferences, Michigan FCCLA recommends one adult for every eight (8) students if a lower minimum is not required by National FCCLA.

7. Advisers are assigned job duties during activities. It is the responsibility of the adviser to promptly carry out his or her job duties.
8. Advisers shall conduct daily meetings with participants for progress reports, time schedules and other activities.
9. Advisers shall keep an agenda for each student in order that they may be reached at any time during the conference. Advisers are responsible for knowing the whereabouts of all of their students at all times. Each local adviser should establish procedures with his/her students prior to the conference in order to meet this responsibility.

