

## **Student Cooperation Covenant Of Queen City Gavel Club #293872**

To ensure the safety (physical/emotional/spiritual) of all, to facilitate our time together more effectively, and to adequately care for the facilities, it is necessary for all to agree on a set of guidelines. These will be strictly enforced.

\_\_\_\_ 1. I understand that my parent or a representative of my parent must be sure to attend every meeting where I am giving a speech or acting in the role of Toastmaster. If they are unable to attend, my parent can call and make special arrangements with the Sponsor to have a representative assigned. I will respect all speakers by being quiet and attentive while they have the floor and provide “audience” for all Gaveliers in their roles as I complete my role as assigned.

\_\_\_\_ 2. After a meeting where I have presented a speech, I will make sure that I list my speech on the summary sheet at the end of the manual and seek out the Sponsor for their signature on this page. I recognize that this summary sheet is to be witness to my accomplishment and is the only sheet that Toastmasters International will recognize for crediting and rewarding my work.

\_\_\_\_ 3. If I invite friends or family, I will be responsible for their actions. I will inform them of these expectations.

\_\_\_\_ 4. I will try to help out when necessary – setting up for and cleaning up after the socials, etc. as needed. I will do my best to participate in all club activities.

\_\_\_\_ 5. I will inform the Sponsor immediately of anything broken and will make amends if I am at fault.

\_\_\_\_ 6. I understand that no tobacco, alcohol, or drugs are permitted; no weapons, fireworks, matches, lighters, or other dangerous materials are permitted. If I have a speech concerning any of these items, I will bring photographs, not the real thing!

\_\_\_\_ 7. I will ensure that I dress appropriately. I understand that modesty on everyone's part will allow each speaker to be honored and distractions to be minimized. I understand that gum should not be chewed during the meeting.

\_\_\_\_ 8. I understand that the audience, in this club, is 6th through 12th graders and that topics spoken on will not be selected or edited for the children present, but for the members who are in middle/high school; therefore, if parents bring younger children to the meeting, they do so at their own risk. I understand that as students mature and proceed to more difficult speeches, i.e. persuasion speeches, they might choose controversial topics. I also understand that this club is not a debate forum, but rather offers openness to all views and encourages private discussions at home in consideration of one's own beliefs and values.

## Attendance Policy

Weekly roles are assigned well in advance of meetings. When members are absent and unable to fulfill their roles, it is disruptive to the overall flow of the meeting and distressing to the other students. Therefore, this attendance policy has been established in an effort to prevent disruptions to the club and to ensure fairness to the members present.

If a member will be absent from a meeting, they should inform the Toastmaster, Alternate, and Sponsor as soon as possible (preferably 24 hours notice).

\_\_\_\_ 1. I will make sure I am on time and prepared for meetings. I will notify the Toastmaster, President, and Sponsor as soon as possible in case I need to be absent or am sick.

\_\_\_\_ 2. I understand that two unexcused absences, in which I do not follow this attendance policy, will prevent me from serving in a club office capacity, and may result in the reevaluation of my standing in the club.

*I have read and agree to abide by this covenant. I understand that serious infractions are grounds for dismissal.*

Parent's Printed Name

Gavelier's Signature

Date

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