



## **WORKSHOP RULES**

Advisers, please go over these rules with your staff before the workshop begins.

1. Wear your name badge at all times. This is a requirement of The Big YBK Yearbook Workshop.
2. Please be courteous. Remember, that your workshop is being hosted by another school. Respect their property and treat the space as if it were your own campus. We are guests at each host school. We plan to leave the space cleaner than we found it and not cause any damage.
3. If you are traveling and staying in a hotel - guys and girls may not be in each others' rooms at any time unless your adviser or chaperone is present.
4. Do not leave the workshop campus or hotel you are staying at without permission from your adviser.
5. All participants of the workshop are to be in their rooms for room check by curfew each night and are to remain there until breakfast.
6. Let your chaperone or adviser know where you are at all times.
7. All students are expected to attend class. The only exception is with your chaperone or adviser's permission.
8. Students, please do not embarrass yourself, your family, or school by smoking or using alcohol or drugs.
9. Wifi access will be provided by our host school campus, however equipment will not, (Chrome Books, laptops, cameras etc.). Plan to bring your own Chrome Books, laptop, cameras etc. in order to participate during our in person training.
10. Turn your cell phone off during workshop sessions class. If it goes off, you sing the Alphabet song for everyone.

**Any students who do not follow the Big YBK Workshop rules, or who the hotel brings to our attention, will be sent home via their parents.**