



PARENT RESOURCES

THINGS TO KNOW AS YOU PREPARE FOR CONFERENCE

CONFERENCE LOCATIONS

- Sheraton Raleigh Hotel: 421 S Salisbury Street, Raleigh, NC 27601
- Raleigh Marriott City Center: 500 Fayetteville Street, Raleigh, NC 27601
- Raleigh Convention Center: 500 S Salisbury Street, Raleigh, NC 27601
- NC Legislative Office Building (LOB): 300 N Salisbury Street, Raleigh, NC 27603

Both conference hotels are within walking distance of the Raleigh Convention Center and Legislative Office Building.

ON-SITE REGISTRATION

Each delegation will be assigned an arrival time. Delegations should plan to arrive as a group, unload and check-in at your assigned hotel. The lead Advisor will go to the registration desk to formally check-in the delegation and receive all supplies. Upon arrival Advisors, Delegates and Volunteers will receive an ID badge and key to your sleeping room.

ID BADGE POLICY

For the security of all attendees, your ID badge is required to be worn and visible at ALL times during the conference. Your badge is nontransferable and serves as your official pass to general assembly, program sessions, meals and special events. If your badge is lost, visit the Y Office located in the main lobby of the Sheraton Hotel. If you find a badge, please deliver it to the Y Office or Info Depot in the Raleigh Convention Center Lobby.

TRAVEL + PARKING

Travel arrangements are coordinated by the individual delegations. Delegations should plan to arrive as a group unless arrangements have been made with the NC Y&G State Office. Nearby bus parking is available by permit only. A parking pass will be provided to Advisors by email and upon arrival to conference. Advisors, Officers and guests may drive their personal cars and park in the Sheraton Hotel parking deck located at 416 S Salisbury St, Raleigh. Daily and hourly rates will be charged: \$1 per hour with a \$12 daily maximum.

LATE ARRIVAL + EARLY CHECK-OUT

A Special Circumstance Form (SCF) must be completed by the Delegate's parent prior to arriving at Conference. Delegates leaving early should be checked out from the Y Office, located in the main lobby of the Sheraton Hotel. If returning to Conference, the Delegate must check in at the Y Office before returning to program.

DRESS CODE

To create a professional environment, everyone is required to wear "business professional" clothing. All clothing must fit appropriately and must not be excessively tight or loose. AirPods are not allowed during conference sessions. Dress code should not be a barrier for event participation, contact the Delegation Advisor for support.

SPENDING MONEY

Snacks, beverages and Youth & Government apparel are available for purchase. Money will be needed to cover meals that are not included with the conference fee. Late night pizza is also available for purchase at the Y Office. See "meals" below for more information.

MEALS

Your registration fee includes breakfast on Friday, Saturday and Sunday mornings and dinner on Friday and Saturday evenings. Breakfast is served at both hotels and consists of grab and go options such as whole fruit, granola bars and cereal. Dinner Thursday and all lunches are not provided. Many lunch options, with varying price points, are within walking distance from the hotels, convention center and Legislative Office Building. We recommend you budget \$15 per day for lunch and \$20 for Thursday's dinner. Dietary needs and allergies are taken into consideration for all provided meals.

OVERNIGHT ACCOMODATIONS

All Delegates are assigned a hotel room. Up to four participants may be assigned to a room with two queen beds and up to 3 participants may be assigned to a king room with a roll away bed. In most cases Delegates will have to share a bed with one other student of the same sex. To maximize space multiple delegations may be assigned to the same hotel room. Roommate requests may be made, but must be mutual. Delegates may not room with anyone other than another NC Y&G Delegate – not an Advisor, volunteer or parent. In the event special rooming accommodations are needed please contact the NC Y&G State Office for more information.

EMERGENCY + MEDICAL SUPPORT

A paid onsite nurse and an officer with the Raleigh Police Department will be present and available 24 hours a day.

SUNDAY FAITH SERVICE

Chapel will be held at the Sheraton Hotel, inside the Hannover Room at 8 a.m. Chapel is led by our Student Chaplin. All are welcome.

MEDITATION ROOM

A quiet space for meditation, prayer or reflection is available at the Raleigh Convention Center and at the Sheraton Hotel.

LUGGAGE STORAGE

On Sunday morning, luggage storage will be available at your hotel or the Convention Center. Luggage storage may also be available during arrival times, Advisors should contact the State Office for more information.

LOST + FOUND

Lost and found articles may be dropped off or retrieved at the Y Office located in the main lobby of the Sheraton Hotel.

CONFERENCE PHOTOGRAPHY + VIDEO

Members of the media program, and professional photographers/videographers will be present at conference in the Convention Center and hotel meeting spaces. All imagery of Advisors, Delegates, Volunteers and Visitors will be used by NC Youth & Government for archival and promotional purposes.

CODE OF CONDUCT

The top objectives in all NC YMCA Youth & Government programs are safety and a positive atmosphere for learning and developing social and leadership skills. The NC Y&G staff and volunteers make every effort to help Advisors, Delegates, Volunteers and Visitors understand clear definitions of acceptable and unacceptable behavior. Please review both the Code of Conduct prior to attending conference.



SUGGESTED PACKING LIST

CLOTHING

- ☐ 4 Business professional outfits
- ☐ Dress shoes
- ☐ Gala outfit
- ☐ Themed attire for SNL (Saturday night's event)
- ☐ Casual shirts, pants or shorts
- ☐ Casual or athletic socks
- ☐ Casual shoes (tennis shoes, flip-flops, crocs)
- ☐ Undergarments
- ☐ Pajamas
- ☐ Winter Coat
- ☐ Winter hat & gloves
- ☐ Rain coat & umbrella

TOILETRIES

- ☐ Shampoo/Conditioner
- ☐ Soap
- ☐ Toothbrush/toothpaste
- ☐ Hairbrush/comb
- ☐ Hairdryer, optional (hotel provided)

LINENS

- ☐ Towels, sheets and pillows are provided by hotels
- ☐ Pillow (optional)
- ☐ Blanket (optional)
- ☐ Laundry bag

ACCESSORIES

- ☐ Book bag or tote
- ☐ Water bottle
- ☐ Writing materials
- ☐ Pen/pencils
- ☐ Electronic devices (cell phone, laptop, ipad, tablet)
- ☐ Charger (cell phone, laptop, ipad, tablet)



Limit your packing to one large bag. You will be sharing a hotel room with several other people (up to 3) and space is limited. If your hotel room is located on a lower floor you may need to carry your luggage and utilize the stairs to access your room.

Advisors, Delegates, Volunteers and Visitors must adhere to the dress code expectations at all times. Advisors are responsible for ensuring dress code expectations are upheld.

PARTICIPANT CODE OF CONDUCT

It is important that staff maintain good order and discipline in all programs. Top objectives in all YMCA programs are safety and a positive atmosphere for learning and developing social skills. The YMCA makes every effort to help participants understand clear definitions of acceptable and unacceptable behavior.

All participants shall conduct themselves in an orderly and responsible manner in transit to and from, and during all functions of the NC YMCA Youth & Government. Personal behavior reflects upon the quality of the program, one's delegation, the YMCA, one's school, and one's self.

PARTICIPATION

Each participant shall attend all scheduled program functions, activities, meetings and training sessions.

Participants are expected to conform to all regulations on the honor system. Those who are present when a violation occurs may be considered a participant in the violation. Participation in all dimensions of the program shall be maintained on an intellectual and productive level.

NAMETAGS

Worn at all times when outside assigned lodging facility rooms.

Nametags shall be worn visibly on the front of the upper torso.

NAMETAG SWITCHING OR SHARING IS STRICTLY PROHIBITED.

Participants will wear their assigned badges at all times when they are not in their sleeping rooms, and must be able to produce their nametag at all times. Nametags are not to be defaced, decorated, or altered in any way.

BEHAVIOR

Harassment or intimidation by words, gestures, body language or any other menacing behavior will not be tolerated at any NC YMCA Youth & Government function, activity, meeting or training session. Sexual behavior of any kind is not appropriate and will not be tolerated. Cheating and plagiarism, including giving or receiving of any unauthorized assistance on program work or copying and representing another's work as one's own is prohibited.

POSSESSION

The use, possession or concealment of flame producing devices, incense, candles.

Tobacco products, vaping devices, alcoholic beverages, non-prescribed medication and illegal substances is forbidden at any NC YMCA Youth & Government function.

The use, possession or concealment of over the counter medication and prescription medication is strictly prohibited without proper documentation of YMCA or Delegation policy.

The use, possession or concealment of any weapons is forbidden at any NC YMCA Youth & Government function.

The use or possession of electronic devices during program functions should be used as a resource. Abuse of electronic devices is subject to consequences.

SEARCH & SEIZURE

Participant agrees that NC YMCA Youth and Government State office personnel may search a participant's hotel room, possessions,

automobile, or electronic devices when there is reasonable suspicion of an infraction of program policies.

FACILITY USE

Each participant is legally and financially responsible for any removal, defacing or willful damage to public or private property. This includes the property of fellow participants, advisors and staff, organizations, businesses, lodging & conference facilities, and the State of North Carolina. Any act of vandalism, destruction of property, or misuse of a facility may be a crime and will be treated as a potential criminal violation.

Chewing gum, candy, food and beverages are not permitted in any facility or meeting room. Water in sealed containers is allowed. Materials of officials and employees of any facility shall not be removed or tampered with in any manner. Unless there is a fire, pulling a fire alarm is a serious offense. Hotel alarms automatically summon the fire department and create a great inconvenience and fear for the hotel and other guests.

No participant shall leave a program function unless the approval of his/her advisor AND the NC YMCA Youth & Government State Office Staff is secured. The participant must be picked up and returned by a parent or legal guardian.

Participants may not use or be transported in private vehicles during any program function without approval of a parent or legal guardian, adult advisor and NC YMCA Youth & Government State Office Staff.

LODGING & SLEEPING ARRANGEMENTS

NC YMCA Youth & Government delegates are housed up to four (4) to each room and that in order to participate in this program, students must share a room and may have to share a bed with one other student of the same sex. Students may not room with anyone other than NC YMCA Youth & Government delegates – not an advisor, parents, or other relatives. In special circumstance a student may room alone per approval of the State Office and legal guardians.

Participants shall not leave the lodging facility except while in transit to or from an official program activity or function. The facility pool and workout center at the conference hotel may not be used at any time during NC YMCA Youth & Government events.

Participants are not allowed in each other's lodging rooms at any time for any reason.

Lodging facility room switches will not be permitted without the approval of the NC YMCA Youth & Government State Office Staff. All individual, group or delegation meetings must take place on the lobby or meeting room levels of the lodging facility. No sessions or meetings (formal or informal) may take place in the sleeping rooms of the lodging facility, or in any hallway of the sleeping room levels of the lodging facility.

Participants shall observe quiet hours in consideration of those who choose to retire. Participants shall be in, and remain in their assigned lodging facility room by the curfew listed in the official program schedule. Curfew will remain in effect until 6 a.m. the following morning.

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