



# North Star Rotary Youth Exchange Behavior Expectations for Inbound Students

## GUIDE FOR VOLUNTEERS

(Includes purpose, guiding principles, best practices and processes for Volunteers)



## Table of Contents:

<b>For Clubs and Country Officers.....</b>	<b>2</b>
Purpose.....	2
Guiding Principles & Best Practices for Behavioral Interventions.....	2
Processes.....	3
District Support for Rotary Club Volunteers.....	3
<b>Introduction.....</b>	<b>5</b>
Relationship Issues.....	6
Examples of Behaviors:.....	6
Consequences:.....	6
Yellow, Orange, and Red Cards.....	7
Yellow Card: Warning.....	7
Examples of Behaviors.....	7
Consequences.....	8
Orange Card:.....	8
Examples of Behaviors:.....	8
Consequences:.....	8
Red Card:.....	9
Examples of Behaviors:.....	9
Consequences:.....	9



## For Clubs and Country Officers

### Purpose

The purpose of this outline is to provide Youth Exchange Officers, Club Counsels and Country Officers options and direction for responses that align with the Behavior Expectations Guide for Inbound Students. These guidelines have been developed to ensure compliance with Rotary International's youth protection standards and maintain a safe environment for all youth. It also provides a clear response process for North Star behavior expectations for the district, clubs, and students. This is intended to provide support for a successful exchange experience for both students and clubs.

### Guiding Principles & Best Practices for Behavioral Interventions

North Star treats student behavior concerns as mistakes, not labels, recognizing that teenagers are still developing judgment and impulse control. Therefore the use of a transparent, consistent process aligned with Rotary International and North Star guidelines is followed. This process includes the following steps:

- Treat adolescents with respect and dignity.
- Listen carefully when students raise concerns about host families, especially when the student is viewed as "failing."
- Recognize that some host family placements are not a good fit; a move is not a personal failure.
- Encourage continued positive relationships between students and former host families when appropriate.
- Keep country counterparts informed about Student Improvement Plans and Yellow/Red Cards to support student success.
- Copy biological parents on significant behavior communications so they can support the student.
- Remember - Students send themselves home through their choices; Rotary does not.



### Processes

- Most student mistakes are Relationship Issues and should be addressed at the club level – the YEO, Club Counselor and Club Support Team
- Student Relationship Issues may result in a Student Improvement Plan developed by the YEO and Counselor, with input from others as needed.
- Student Improvement Plans are generally non-disciplinary and should be shared with the student's Country Officer, and if necessary the Youth Protection Team.
- Country Officers should share Student Improvement Plans with their counterparts and the student's biological parents.
- Yellow, Orange, and Red level behaviors require a team response that may include the Youth Exchange Officer, Counselor, Club Support Team, Youth Protection Team, and Incident Review Team.
- If needed, students may be placed in a neutral home for a cooling-off period.
- The Chair makes the final decision on Yellow, Orange, or Red Card issues based on team findings and recommendations.
- Yellow and Red Cards are routed through the student's Country Officer and Youth Protection Team, then shared with the home district and biological parents.
- The Youth Protection Team reviews documents for HUB upload and any required Rotary International or U.S. State Department actions.
- All alleged safety issues must be sent promptly to the Youth Protection Team and the student's Country Officers.
- Students receive and review the Behavior Expectations with their natural parents before their departure.
- Students sign the Behavioral Expectations at the first orientation; signed copies are uploaded to the HUB and shared with counterparts and parents.
- **Training and supporting documents will be provided to Youth Exchange Officers and Country Officers before the first inbound orientation.**

### District Support for Rotary Club Volunteers

- The Club Support Team provides support to club YEO and Counselors
- The Youth Protection Team serves as a resource for abuse, harassment, risks, and crises and should include members with relevant professional experience.
- The Critical Incident Team will become the Incident Review Team, serving as a district-level response team for serious mistakes and safety issues.



North Star Rotary Youth Exchange  
Behavior Expectations for Inbound Students - For Volunteers

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- Available response teams include the Club Support Team, Youth Protection Team, and Incident Review Team.
- The Youth Protection Officer and Youth Protection Team report directly to the Chair.
- Student behavior categories are: Relationship Issues, Yellow Card Issues, Orange-level Issues, and Red Card Issues.
- Youth Exchange Officers may seek support from the Club Support Team or Youth Protection Team at any time.



## Introduction

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. For that reason, North Star has established guidelines for the behavior expected by our students while on exchange. North Star has developed a system to indicate the seriousness of any behavior infraction - yellow, orange and red cards.

The issues listed below are not all the behaviors that can result in consequences from North Star. These are common examples so that you know what is generally expected of you.

We at North Star - your Youth Exchange Officer (YEO), Club Counselor, Country Officers (CO), and the District Leadership - want you to have a successful exchange year.

**We will abide by the Rotary 4-Way Test and expect that you will, too.**



**Rotary**

**THE 4 - WAY TEST**  
of the things we THINK, SAY or DO

- 1 Is it **TRUTH**?
- 2 Is it **FAIR** to all concerned?
- 3 Will it build **GOODWILL & BETTER FRIENDSHIPS**?
- 4 Will it be **BENEFICIAL** to all concerned?



## Relationship Issues

These are things that make it difficult for you to have a successful exchange. You will generally not be sent home for relationship issues.

### Examples of Behaviors:

- Not making friends.
- Not participating in after-school or community activities.
- Being in your room so much that it is interfering with your exchange.
- Internet or cell phone use that is interfering with your exchange.
- So much contact with your biological family that it is interfering with your exchange.
- Failing grades, so long as you are participating in class, turning in homework, and taking exams as required by your teacher(s).
  - Reminder: You agreed in your exchange application and acceptance to attend high school, even if you have graduated in your home country. This is also a requirement of your US visa.
- Smoking, vaping, chewing, or any other use of tobacco.
- Debt
- Irresponsible or disrespectful use of social media, including, among others, the following: Intimidating or threatening persons, Threats against the school or another person's property, Sending inappropriate messages and images, Creating fake profiles of other persons, Creating websites to embarrass, threaten, or socially isolate another person, Circulating offensive photos or videos, Texting offensive messages, Creating rumors and Posting false information about people or organizations

### Consequences:

- Placement on a Student Improvement Plan. A copy of this plan and your behavior(s) will be sent to your home District Chair, your parent(s)/guardian(s), and your North Star Country Officer.
- Your host family may also impose other disciplinary measures (curfew, being grounded, restriction of internet or electronics, etc.) as they would for their own child. They may not keep you from reasonable contact with your biological parent(s)/guardian(s).



## Yellow, Orange, and Red Cards

When North Star learns that you may have engaged in a Yellow, Orange, or Red Card behavior, you will be referred to a response Team of trained North Star volunteers. The Response Teams will investigate the claim by contacting you, your Youth Exchange Officer, Club Counselor, Country Officers, and any other person they think is important. The Response Team will make findings and recommendations that will be reviewed by the District Chair for a decision.

**If you are given a Yellow, Orange, or Red Card, your home District and your parents will be informed immediately.**

## Yellow Card: Warning

You generally will not be sent home for your first yellow card. You are expected to change your behavior.

### Examples of Behaviors

- Serious/committed dating. This does not include one-time dates for Homecoming or Prom.
- Final grade of 'F' (or failing) in any class if you are capable of doing schoolwork but are choosing not to do so.
- Lying or deception.
  - "Lying" means being untruthful or selectively admitting to part but not all of a behavior or failing to admit to your mistake. *Americans generally believe that lying is worse than the behavior itself. If you immediately admit you made a mistake (or think you might have made a mistake), we are more likely to forgive you than if you try to hide a mistake.*
- Smoking, vaping, chewing, or any other use of tobacco.
  - Reminder: You agreed to in your application and acceptance to the North Star District that you will not use tobacco during your exchange. If you need assistance to quit smoking, talk to your Youth Exchange Officer.
- Failing to make reasonable efforts to follow a Student Improvement Plan and North Star volunteers have made reasonable efforts to assist you in doing so.
- Unauthorized travel.
- All requests for travel must be consistent with the Travel Guidelines as established by North Star.



### Consequences

- You will be given a Yellow Card. A copy of this will be sent to your home District Chair and your parents.
- Your host family may also impose other disciplinary measures (curfew, being grounded, restriction of internet or electronics, etc.) as they would for their own child. They may *not* keep you from reasonable contact with your biological parent(s)/guardian(s).

## **Orange Card:**

These behaviors may result in you being returned home, depending on the circumstances at the discretion of North Star.

### Examples of Behaviors:

- Two Yellow Card behaviors.
- Driving any motorized vehicle. A motorized vehicle includes a car, motorcycle, moped/Vespa, scooter, golf cart, jet-ski, snowmobile, ATV, 4-wheeler, etc.
- Use or possession of alcohol.
- Sexual conduct, including oral sex.
- Viewing or possession of pornography.
- Theft, vandalism, assault, or any behavior resulting in police contact or being issued a citation (ticket) by police.

### Consequences:

- If you are given an Orange Card as a result of one of these behaviors, this will be a FINAL WARNING. This means that if you receive another Card of any color, you will generally be sent home. You will also receive these additional consequences:
  - A copy of the Orange Card and notice of Final Warning will be sent to your home District Chair and your biological parent(s)/guardian(s).
  - Your host family may also impose other disciplinary measures (curfew, being grounded, restriction of internet/electronics, etc.) as they would for their own child.
- If you are given a Red Card, you will most likely be sent home.



## Red Card:

Students will almost always be sent home for these behaviors.

### Examples of Behaviors:

- At least 2 Yellow Card violations.
- Use, possession, or sale of illegal drugs.
- Sale of medications prescribed by a doctor that were not prescribed for you.
- Viewing of pornography with another person.
- Becoming pregnant or getting someone pregnant.
- Sexually harassing others.
- Driving any motorized vehicle resulting in an accident, injury, or property damage. A motorized vehicle includes a car, motorcycle, moped/Vespa, scooter, golf cart, jet-ski, snowmobile, ATV, 4-wheeler, etc.
- Expulsion from school.

### Consequences:

- Your home District Chair and biological parent(s)/guardian(s) will be informed immediately of the Red Card and that you will be coming home as soon as possible.
- You will take the most direct route home possible.

**You will NOT be punished or sent home if you are the victim of sexual harassment or assault.**

**You will NOT be punished or sent home if you are a victim of a crime or abuse.**

**North Star will do whatever we can to make sure you are safe**

I have read these behavior expectations and understand them. I understand that I will be given consequences stated above if I choose to engage in one of these behaviors or another similar behavior not listed above.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Name (printed): \_\_\_\_\_