

TLOTLEGO SMILES FOUNDATION

SCIENCE & INNOVATION FAIR

CODE OF CONDUCT AGREEMENT



Creating a Safe, Respectful, and Inspiring Environment for All

The **Tlotlego Smiles Foundation Science & Innovation Fair** is a space for learning, discovery, innovation, and collaboration. All participants and attendees are expected to uphold the highest standards of respect, honesty, and professionalism.

By attending or participating in this event, all individuals agree to follow this Code of Conduct.

1. RESPECT FOR OTHERS

All participants and guests must treat one another with kindness, dignity, and respect.

This includes:

- ✓ Listening respectfully when others are speaking
- ✓ Using polite and appropriate language
- ✓ Respecting different opinions, ideas, and cultures
- ✓ Encouraging and supporting fellow learners
- ✓ Being considerate of personal space and property

The following behaviour will **not** be tolerated:

- ✗ Bullying, intimidation, or harassment
- ✗ Discrimination of any kind
- ✗ Offensive language or gestures
- ✗ Disruptive or aggressive behaviour
- ✗ Damage to displays, equipment, or venue property

2. HONESTY AND ACADEMIC INTEGRITY

Learners must present original work and demonstrate honesty throughout the project process.

Participants must:

- ✓ Complete their own research and project work
- ✓ Properly acknowledge all sources of information
- ✓ Explain their own understanding of their project
- ✓ Sign the plagiarism declaration form

The following are prohibited:

- ✗ Presenting copied work as original
- ✗ Misrepresenting results or falsifying data
- ✗ Receiving unfair outside assistance
- ✗ Interfering with another learner's project



3. PROFESSIONAL BEHAVIOUR DURING THE FAIR

All attendees should contribute to a positive and professional event atmosphere.

Participants should:

- ✓ Arrive on time and be prepared
- ✓ Wear appropriate, neat clothing or school uniform
- ✓ Keep display areas tidy and organised
- ✓ Speak respectfully to judges, organisers, and visitors
- ✓ Follow all event instructions from organisers and volunteers

4. SAFETY FIRST

Safety is everyone's responsibility.

Participants must:

- ✓ Follow all venue safety instructions
- ✓ Handle materials and equipment responsibly
- ✓ Report accidents or concerns immediately
- ✓ Keep walkways clear

The following are not allowed unless formally approved:

- ✗ Dangerous chemicals
- ✗ Open flames
- ✗ Hazardous materials
- ✗ Sharp or unsafe objects
- ✗ Unsafe electrical equipment

5. RESPECT FOR PROJECT DISPLAYS

All projects represent significant effort and dedication.

Everyone must:

- ✓ View displays carefully
- ✓ Ask permission before touching project materials
- ✓ Avoid leaning on, moving, or damaging display boards
- ✓ Respect confidential or sensitive project information

Damage to displays may result in disciplinary action.

6. PHOTOGRAPHY AND MEDIA

Photos and videos may be taken during the event for educational and promotional purposes.

Attendees must:

- ✓ Respect privacy requests
- ✓ Ask permission before taking close-up photos where appropriate
- ✓ Follow any media consent guidelines provided by organisers



7. PARENTS, GUARDIANS & VISITORS

Parents and visitors play an important supportive role.

We ask that all guests:

- ✓ Encourage learners positively
- ✓ Respect judging processes and schedules
- ✓ Avoid coaching learners during judging
- ✓ Follow venue rules and organiser instructions

8. TEACHERS, MENTORS & VOLUNTEERS

Adults supporting learners must:

- ✓ Promote fairness and ethical participation
- ✓ Provide guidance without completing learner work
- ✓ Encourage learner independence
- ✓ Model respectful and professional conduct

9. REPORTING CONCERNS

Any concerns regarding behaviour, safety, fairness, or misconduct should be reported immediately to a **Tlotlego Smiles Foundation event coordinator**.

All reports will be handled respectfully and confidentially.

10. CONSEQUENCES FOR MISCONDUCT

Failure to follow this Code of Conduct may result in one or more of the following actions:

- Verbal warning
- Removal from specific event activities
- Disqualification of a project (where applicable)
- Removal from the venue
- Formal reporting to the learner's **school principal or designated school representative**
- Formal notification to the learner's **parent(s)/guardian(s)**
- Further review and action by event organisers

Serious misconduct may affect future participation in **Tlotlego Smiles Foundation programmes**.

OUR SHARED COMMITMENT

By participating in the **Tlotlego Smiles Foundation Science & Innovation Fair**, we commit to creating an environment that values:

Respect

Treat everyone with kindness and dignity.

Integrity

Be honest and do your own work.

Curiosity

Ask questions and embrace learning.

Excellence

Do your best and take pride in your effort.

Community

Support one another and celebrate achievement.

CODE OF CONDUCT ACKNOWLEDGEMENT & SIGNATURES



Learner Information

Learner Name: _____

School: _____

Grade: _____

Project Title: _____

Learner Declaration

I have read and understood the Science & Innovation Fair Code of Conduct and agree to follow all rules and expectations.

Learner Signature: _____

Date: _____

Parent/Guardian Declaration

I have reviewed this Code of Conduct with my child and understand the expectations for participation. I acknowledge that any serious misconduct may be formally communicated to me and the learner's school.

Parent/Guardian Name: _____

Signature: _____

Contact Number: _____

Date: _____

Teacher/Mentor Declaration

I confirm that I have discussed this Code of Conduct with the learner and will support ethical, respectful, and responsible participation throughout the Science & Innovation Fair.

Teacher/Mentor Name: _____

School/Organisation: _____

Signature: _____

Date: _____