



# CONFERENCE PROFESSIONALISM

## DRESS CODE

Professional appearance is an important aspect of the overall preparation of DECA members for the business world. To that end, DECA supports a dress code for its career-based functions that exemplifies the highest standards of professionalism while being non-discriminatory between genders.

DECA's board of directors has developed the following official dress standards for the International Career Development Conference. Students, advisors and chaperones must follow the dress code.

Competitors must wear an official DECA blazer during interaction with the judges. While official DECA blazers are not required during briefing and testing, professional business dress is required. Professional dress should also be worn to all conference sessions including workshops and special meal functions such as luncheons.

For a more polished, professional appearance, it is recommended that attendees wear appropriate hosiery/socks.

All skirts and dresses must be at or below the knee.

### AN OFFICIAL DECA BLAZER IS REQUIRED TO RECEIVE RECOGNITION OR AN AWARD ON STAGE.

#### WHEN APPEARING BEFORE JUDGES AND ON-STAGE

- Official DECA blazer
- Dress slacks or dress skirt or business dress
- Collared dress shirt and appropriate neckwear (necktie, ascot, scarf) or Dress blouse
- Dress shoes

#### DECA GENERAL SESSIONS, MEAL FUNCTIONS, EVENT BRIEFING, MANUAL REGISTRATION AND TESTING

- Business suit or sport coat or blazer (blazer optional)
- Dress slacks, dress skirt or business dress
- Collared dress shirt, dress blouse or dress sweater
- Blazer optional
- Dress shoes
- Necktie/scarf (optional)

#### DECA BUSINESS CASUAL

- Casual slacks (e.g., Dockers), blouse or shirt, socks and casual shoes.
- Jeans, t-shirts and athletic shoes are not included in business casual attire.

#### UNACCEPTABLE DURING DECA ACTIVITIES

- Skin-tight or revealing clothing
- Midriff-baring clothing
- Swimwear
- Athletic clothing
- Leggings or graphic designed hosiery/tights
- Clothing with printing that is suggestive, obscene or promotes illegal substances
- Unacceptable types of dress shoes include boat shoes, canvas or fabric shoes, flip flops or casual sandals, athletic shoes, industrial work shoes and hiking boots.

*When judging adherence to the dress code, DECA asks that advisors, teachers and chaperones use observation as the tool for assessing compliance. DECA does not support or condone the touching of students or their clothing as a means of determining whether or not a student is following the dress code guidelines.*

## CODE OF CONDUCT

The Board of Directors for DECA Inc. requires each delegate attending the International Career Development Conference to read and complete the **ATTENDANCE PERMISSION FORM** and return to the **CHARTERED ASSOCIATION** DECA advisor as partial completion of attendance requirements.

1. The term "delegate" shall mean any DECA member, including advisors, attending conferences (high school, collegiate, alumni, professional).
2. There shall be no defacing of public property. Any damage to any property or furnishing in the hotel rooms or building must be paid for by the individual or chapter responsible.
3. Delegates must wear identification badges at all times.
4. Delegates shall refrain from using inappropriate or profane language at all times.
5. Delegates shall refrain from written, verbal, physical or electronic activities that may lead to harassment, hazing, bullying or damaging property.
6. The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, sexual orientation or disability is prohibited.
7. Delegates shall respect the rights and safety of other hotel guests.
8. Delegates shall not possess alcoholic beverages, narcotics or weapons in any form at any time under any circumstances.
9. Delegates shall refrain from gambling—playing cards, dice or games of chance for money or other things of value.
10. Use of tobacco products and electronic cigarettes by delegates is prohibited at all DECA functions.
11. Delegates must adhere to the dress code at all times.
12. Delegates must not dress or behave in a manner than can be interpreted as sexually explicit.
13. Students shall keep their adult advisors informed of their activities and whereabouts at all times.
14. No delegate shall leave the hotel (except for authorized events) unless permission has been received from chapter and chartered association advisors.
15. Delegates should be prompt and prepared for all activities.
16. Delegates should be financially prepared for all activities.
17. Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc., for which they are registered unless engaged in some specific assignment scheduled at the same time.
18. Delegates will spend nights at their assigned hotel and in their assigned room. No guests allowed during curfew hours. Delegates will be quiet at curfew.
19. Curfew will be enforced. Curfew means the delegate will be in his/her assigned room.
20. Chartered associations will be responsible for delegates' conduct.
21. Tasteful casual wear will be accepted during specific social functions as designated during orientation.
22. Delegates ignoring or violating any of the above rules will subject their entire delegation to being unseated and their candidates or competitive events participants to being disqualified. Individual delegates may be sent home immediately at their own expense.



# ATTENDANCE PERMISSION FORM

## ATTENDANCE

This is to certify that \_\_\_\_\_ has my permission to attend the above named DECA activity. I also do hereby on behalf of him/her absolve and release the school officials, the DECA chapter advisors and the assigned chartered association DECA staff from any claims for personal injuries or illness which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

## EMERGENCY

Any medical exceptions to this code must be documented in the conference headquarters prior to the beginning of the conference. This is the responsibility of the local advisor.

I authorize the advisor to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs:

### LOCAL HOSPITALS

Celebration Hospital  
400 Celebration Place  
Celebration, FL 34747  
(P) 407-303-4000

### WALK-IN CLINIC

Paramount Urgent Care  
8972 Turkey Lake Rd #400  
Orlando, FL 32819  
(P) 407-226-1906

Dr. P. Phillips Hospital  
9400 Turkey Lake Road  
Orlando, FL 32819  
(P) 407-351-8500

We have read and agree to abide by the delegate conduct practices and procedures and dress code. We also agree that the school officials, the DECA chapter advisors, the chartered association DECA staff, or the Conference Conduct Committee members have the right to send the student home from the activity at our expense, provided that he/she has violated the delegate conduct practices and procedures and/or his/her conduct has become a detriment.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Chapter Advisor Signature

\_\_\_\_\_  
School Official Signature

\_\_\_\_\_  
Insurance Company Name

\_\_\_\_\_  
Policy Number



# DECA

## PERMISSION FORM ICDC DRESS CODE

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**HIGH SCHOOL DIVISION  
INTERNATIONAL CAREER DEVELOPMENT CONFERENCE**

I certify that a permission form that includes an explanation of the ICDC dress code has been completed for each student attending the International Career Development Conference.

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Chartered Association DECA Advisor

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State/Province

*This form should be turned in at conference registration on April 26.*