



GIRLS ON FIRE

# Girls on Fire Policies

## Respect is Our Policy

Girls on Fire represents uplifting girls and women, so let's treat everyone with respect. We can engage in healthy debates; however, kindness is required. Girls are expected to develop listening skills and empathy for fellow members, empower each other, and become united. Name-calling, intimidation, harassment, sexual harassment, verbal, or physical abuse of any kind will not be tolerated.

## Partnerships

Girls on Fire often partners with schools, corporations, non-profit organizations and other entities. These connections are the life of the organization and provide more opportunities for Girls on Fire members. To maintain existing relationships and connect with more organizations, it is important for Girls on Fire members to represent the Girls on Fire organization well.

## Inappropriate Language

To uphold the values of the organization, which include leadership, self-respect, kindness, courage, and unity, foul language is not allowed at our meetings or events. Furthermore, Girls on Fire members should consider their word choice in all situations to maintain a professional reputation. Girls are expected to speak positively to each other, understanding that their language can either uplift or degrade their peers.



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## Bullying

Girls on Fire (GoF) is committed to providing a safe environment where girls can thrive and feel comfortable to express themselves. The Girls on Fire organization does not tolerate any form of bullying or intimidation by members or their guardians towards any other member or personnel whether during meetings or Girls on Fire sponsored activities. Girls on Fire personnel also uphold the applicable policies of partnering organizations as acknowledged in communications between the partnering organization and GoF. Therefore, bullying is prohibited at any GoF function or at any event in which members are representing the organization.

Girls on Fire is an organization that serves school aged children in after-school programming, specialized events, and trainings at various sites. Therefore, we acknowledge bullying as a reality. However, we are committed to act in the interest of each member to prevent such behavior during and/or surrounding any GoF programming.

According to Missouri state laws governing bullying at school, “bullying” is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting of such acts. Bullying of students is prohibited on school property, at any school function, or on a school bus. “Cyberbullying” means bullying as defined in this subsection through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager.

Situations of bullying, harassment, or intimidation will be evaluated on a case by case basis. Girls on Fire members who are found to have violated this policy will be subject to consequences, such as loss of privileges, a conference with Girls on Fire personnel,



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suspension or dismissal from the organization without recourse. After a review of the situation at hand, parents or guardians who are found to have violated this policy may be banned from organization events or activities or will be required to limit the types of communication with GoF personnel. Retaliation against any person who reports an act of bullying is also prohibited and will be met with similar consequences. Respecting confidentiality, GoF also defers to and collaborates with partnering organizations to determine the appropriate actions to take in order to prevent, stop, and/or administer consequences for occurrences of bullying that occur during or surrounding GoF meetings and events.

## **Media and Social Media**

Girls on Fire members are strictly prohibited from taking photographs, videotape, or digital recordings and/or posting on social media any photographs, videotape, or digital recordings of Girls on Fire members at Girls on Fire meetings or events without the consent of the members and their guardians. Girls on Fire personnel must provide consent for the above.

## **Website**

Girls on Fire's website is [www.girlsonfireignite.org](http://www.girlsonfireignite.org). Girls are invited to become members of the online community. This can only happen with parent permission and an acknowledgement that the Girls on Fire member has parent permission.

## **Cell Phone Use**

Cell phone use during meetings and events is discouraged. Members should only be using phones to communicate with parents or guardians or the person authorized for their pick up. Girls on Fire members who use their phones without permission will be informed of the policy and asked to keep their phones out of sight. Cell phone use will be permitted during break times or for certain activities.



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## Personal Property

All personal property including but not limited to cell phones, computers, backpacks, purses, etc. brought to the spaces in which Girls on Fire meetings or events are held are the owner's responsibility. Girls on Fire members may bring personal property at their own risk. Each member is responsible for monitoring their property. Any property lost, stolen, damaged, or otherwise is not the responsibility of the Girls on Fire organization or personnel. Therefore, the Girls on Fire organization or personnel shall not be held liable for the property of any members under any circumstances. Girls on Fire will provide supervisory assistance and guidance to members as they strive to keep their property safe.

## Attendance Policy

Girls on Fire membership is a commitment. Girls who are unable to commit to the time needed to contribute to Girls on Fire events and activities should not join. Girls plan fundraisers, mentorship in lower grades, community service events and much more. Therefore, it is unfair for girls to show up to events selectively, while committed members attend regular meetings and do all of the work.

Our regular meetings will be held each **Tuesday, 3:30 p.m. – 5:00 p.m.** We require that students arrive on time with a positive attitude. We encourage regular attendance and discourage early pickups. However, we understand extenuating circumstances. An excused absence is one in which a girl notifies Girls on Fire personnel in before the scheduled meeting and has an excused absence from school. Also, students will be considered excused for conflicting activities or appointments with parent communication. A commitment to Girls on Fire is also a parent commitment, so please



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make sure there is a committed person who is scheduled to pick up the Girls on Fire member.

Members with more than three unexcused absences from regular meetings will not be able to attend special events, such as field trips or the sleepover. In addition, if a student misses a total of ten meetings, excused or unexcused, she shall no longer be a participant in the Girls on Fire program.

## **Tardiness**

Girls on Fire requires that members be in attendance at the start of each meeting by 3:30 p.m. Walking in tardy is not only discouraged, but if tardiness is excessive, Girls on Fire members might be subject to suspension of membership. Girls on Fire members may be excused to assist siblings during dismissal from school; however, girls should be in attendance no later than 3:35. GoF members may not walk down with a friend to help with sibling pick ups.

## **Dismissal and Pick Up**

Girls on Fire members will be dismissed from meetings at 5:00 p.m. Early pick-ups are discouraged as students will miss out on key parts of the meetings if they are constantly pulled out. This is also disruptive. Upon dismissal at 5:00 p.m., members will be escorted out of the PCS Middle School building or to aftercare. Girls may not remain in the building after 5 p.m. Members are allowed to walk as well. Girls on Fire personnel will wait with members until they are picked up. Members will be encouraged to call family members or the person responsible for pick.



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## **Non-Discrimination Policy**

Girls on Fire does not discriminate based on race, religion, culture, or sexual orientation.

## **Confidentiality Policy**

Being part of Girls on Fire requires mutual trust. Authentic, expressive discussions make our meetings and experiences better, but be wise about what you share. What is shared during our meetings, stays in our meetings. Discussions are private and should never be shared with anyone outside of Girls on Fire.

## **No Hate Speech**

Any degrading comments about race, religion, culture, sexual orientation, gender or identity will not be tolerated.

## **Violations of Girls on Fire Policy**

Girls who participate in the organization agree to follow Girls on Fire policies while participating in meetings and events. Girls on Fire members are leaders at all times. If participants are not owning the mission of the organization, parents, Girls on Fire members, and program coordinators will discuss improvements in behavior that should be made to continue participation in the program. Parents/guardians and Girls on Fire members will be notified if policies are being violated and what improvements are needed for continued participation. Girls might be asked to no longer participate in the organization if this is deemed necessary by the program coordinators. If a girl decides to leave the program or a girl is dismissed from the program, there will be no refund of dues paid.