

ExcelAcademe Safety Policy

Effective: 7/16/2025

Purpose

The purpose of this policy is to ensure the safety of all ExcelAcademe competition volunteers, students, and participants. We are committed to maintaining a safe environment for all participants and hosts, as well as the integrity of ExcelAcademe competitions.

Scope

This policy applies to all individuals participating in or volunteering for ExcelAcademe events, including but not limited to students, test-takers, volunteers, teachers, and guests. This policy also applies to all types of ExcelAcademe events, including in-person competitions, virtual competitions, webinars, and other events.

Safety Guidelines

- Volunteers must supervise participants for the entire duration of competitions.
- Participants are expected to follow instructions and rules, avoid disruptive behavior, and be respectful.
- Failure to follow ExcelAcademe's rules or your venue's rules may result in a temporary or permanent ban from participating in future ExcelAcademe events.
- Unsafe conditions must be reported to the owner of the manager of the venue or an event coordinator immediately.
- During virtual events and competitions, privacy and security will be prioritized.

Incident Reporting

- If a volunteer or participant notices another participating violating the rules of the competition they are taking, this must be reported to the proctor or one of ExcelAcademe's Regional Coordinators/Presidents/Vice Presidents
- Any accidents or injuries must be reported to a supervising adult immediately.

Child and Youth Safety

- All **adults** volunteering for ExcelAcademe must have some background in education, such as being teachers, tutors, librarians, etc.
- Inappropriate behavior, such as bullying or harassment, will not be tolerated and must be reported immediately.



Co-President of ExcelAcademe

7/16/25