



## Participation Guidelines - Weekly Engagement Program

### **University/Community Partnership**

The Arrupe Partnerships for Community-based Learning collaborates with community partners to provide opportunities for mutual learning and exchange that reflect a commitment to work together with the community toward a more just and humane world. Students participating at Arrupe placements will uphold the values of the program by:

- Working respectfully with community members, acknowledging their role as valued teachers,
- Maximizing opportunities to understand and appreciate the diverse perspectives of people encountered through their placement,
- Exploring and expanding the concerns of university coursework by honoring the concerns and experiences of community members,
- Honoring the cultural norms of the placement situation.

### **Confidentiality**

During their time in the community, students will be engaging in conversations with many people. Students are expected to maintain the privacy and confidentiality of all with whom they interact unless given explicit permission to do otherwise. Any written records or discussions shared with others must disguise people's names and identifiable characteristics (e.g., by using pseudonyms).

### **Dress Code**

Students' dress will demonstrate respect for the population with which they are working and will allow them to participate in the activities of the placement. Students will dress in a manner that covers bare shoulders, midriffs, and tattoos. Students will respect and observe specific dress codes that the agency may have, i.e., avoidance of gang "colors," team logos, logos for alcoholic beverages or wording that may have a double meaning or be offensive to the population being served.

### **Engaged Participation**

So that students can be fully present and engaged while learning at their placements, they are asked not to use cell phones, lap tops, I-Pods, or other electronic devices. Students are discouraged from socializing with other SCU students during their community experience.

### **Participation Commitment**

Students are expected to participate at their placement for eight consecutive weeks or the full time commitment for which they have signed up. Students are required to arrange with their placement supervisor to make up days for any holidays or absences. Please avoid leaving all make up days until the end of the quarter. Students are also expected to complete an online EPR (early placement report) and attend a reflection session.

### **Transportation**

Participants may sign up for transportation to get to and from their weekly engagement or project site. An automobile can only be scheduled after a participant has gone through the Arrupe driver authorization process. Bikes are available after a short orientation for certain approved placement sites. Depending, on the type of request advanced notice of 1- 10 business days is required. We do our best to accommodate all transportation requests however, we can not guarantee a bike or vehicle will be available at the time requested.

### **Issues/Concerns**

Students are asked to contact their placement supervisor, instructor and/or Arrupe Partnerships staff should they have any concerns, problems or questions about their experience in the community during the quarter.