

2025 TOYLC WELCOMING AND CHECK-IN INFORMATION

1. The South Coast Youth Leadership Conference, Incorporated, is pleased to welcome this year's students to the 2025 Thousand Oaks Youth Leadership Conference and congratulates each student for being selected to attend. The conference is held on the campus of *California Lutheran University, 60 West Olsen Road, Thousand Oaks, California 91360*. We hope students will have an enjoyable time and utilize the leadership skills gained when they return to school. Please refer to the following as a guide for students and parents to prepare for the conference:

- a. Check-In (Arrival) will be between 10:00 AM and 12:00 PM on Monday, June 16th: Signs on campus will direct students to the check-in location. Please note that you will enter the campus South of Olsen Road (either onto Memorial Parkway off of Montclef Boulevard OR onto Campus Drive off of Olsen Road), NOT the northern section of the campus North of Olsen Road. Our Staff is looking forward to meeting and greeting parents and students alike upon your arrival. If you are a student arriving WITHOUT your parent or guardian, you MUST notify your parent or guardian upon your arrival. TOYLC integrates Youth Leadership: we ask that you please be patient during check-in, as this process is run primarily by our youth-staff (counselors) of returning students from last year.
- b. Students will stay in separate male and female dorms on campus and have meals in the *Ullman Dining* facility. Dorms are arranged to accommodate approximately four students per room. There are chaperones at all times. Unless the student requires early departure to the airport, all students must remain in the on-campus program until the program ends at 9:30 AM on Friday, June 20th.
- c. Lunch is NOT provided upon check-in, so please arrange to bring a lunch or have lunch prior to arrival. The first meal will be dinner on Monday, June 16th: the final program meal will be breakfast on Friday.
- d. We encourage parents, family, and friends to attend the Thursday, June 19th *TOYLC Awards Banquet* at 5:00 in the *Lundring Events Center (130 Overton Court, North End of Campus – North of South Olsen Road)*. Reservations are required: the cost for non-TOYLC-students is \$30 per person (business casual attire), and must be paid in advance at student check-in (please note that there is no charge for TOYLC students).
- e. Each student not departing via airline is expected to arrange their own departure plans and ensure that pick-up is scheduled prior to 1:00 PM on Friday, June 20th. It is advisable that parents pick-up their son/daughter by 12:00 noon but must do so no later than 1:00 PM. All TOYLC Staff will have departed the campus by 1:00 PM.
- f. Emergency Contact Information will be provided by separate email. Campus security (24-Hours) can be contacted at (805) 493-3208 or (805) 493-3911.

2. Please refer to the following as a guide for students and parents in preparation for the conference:

(Please understand the IMPORTANCE of our rules: we will not hesitate to send a student home immediately if necessary. Unfortunately, we have had to remove students in the past and will not hesitate to do so for the success of TOYLC: we will contact Campus Security and the local Sheriff if required. If a student intentionally breaks our rules, they will immediately be removed from the conference and parents, counselors, sponsors, and/or the JROTC instructor will be notified: parents will be called to arrange transportation home at their own expense.)

- a. Be committed to participate in the entire conference as scheduled.
- b. Be on time and ready to participate in each scheduled activity: times are not approximates and will be strictly adhered to. *"If you're early, you're on time ... if you're on time you're late"*.
- c. Enthusiastically support all student leaders, staff, the Assistant Directors, and the Director.
- d. Be fully engaged in the program at all times.
- e. Get plenty of sleep before arriving at the TOYLC.
- f. Set a positive example in dress, appearance, behavior and language for other students to follow at the event.
- g. Do not wear visible pierced ornaments. Exception: female attendees may wear a pair of conservative ear rings.
- h. Refrain from illegal consumption or use of controlled substances, including underage consumption of alcohol.
- i. Immediately notify the Director, Assistant Directors, counselors, or any adult in the event of any injury or illness.
- j. No head-cover may be worn in any scheduled classroom or event unless such is an inherent part of a faith tradition. Hats are strongly encouraged during outdoor activities.
- k. Do not use cell phones or conduct text messaging during class; however, you may take photographs on your phone at any time during TOYLC activities unless directed otherwise by the TOYLC staff.
- l. Cell phones are to be silenced at all times during scheduled TOYLC activities.
- m. Public displays of affection (PDA), cursing, drama, arguing or fights are not permitted.
- n. Sexual assaults or harassment, something of a sexual nature that bothers someone else, et cetera., will not be tolerated under any circumstances.

- o. Students must be in their dorm room by “Lights Out”: No loud noises or talking is permitted; quiet talk is okay, but you must not disturb the sleep of others.
- p. During “Lights Out” please be cognizant that students located on the upper dormitory floors can be heard by students below: jumping up-and-down on the floor is not permitted and please keep moving around on the floor to a minimum.
- q. Do not change rooms, disturb anyone in any room, disturb windows, or activate fire alarms (unless there is a fire emergency).
- r. Males are not permitted in female dorm areas; females are not permitted in male dorm areas—under any circumstance.
- s. Do not be disrespectful to anyone during any TOYLC event, whether on campus or during field trips.
- t. Do not lie, cheat or steal, nor tolerate any student that does: report any incidents to the *TOYLC* staff.
- u. Do not threaten or harm anyone; legal authorities will be called as necessary.
- v. Do not tamper with, open, or remove dormitory window screens, or otherwise tamper with or damage furniture or fixtures in any campus facility. Parents/guardians will be billed for all damages caused by their son or daughter.
- w. Footwear must be worn at all times when outside the student’s dormitory room.
- x. Sandals and other “open toe” footwear are not permitted during TOYLC activities unless specifically authorized by the TOYLC staff; however, “open toe” footwear is authorized inside the dormitory area.
- y. Stay awake at all times while in class and be mentally engaged and respectful, especially to our guest speakers and docents at the *Ronald Reagan Presidential Library*. If you are unable to stay awake, please stand at the rear of the class.

3. The following items ARE REQUIRED for students attending the TOYLC:

- Flashlight for use during bedtime lights-out.
- A tie is required for Male Students and an appropriate dress for Female Students for our *TOYLC Awards Banquet*.
- If you are in *CAP, Boy/Girl Scouts, JROTC, Sea Cadets, Police Explorers*, or other Youth Programs, you may wear your Dress Uniform at the *TOYLC Awards Banquet*.
- Casual, tasteful, “School Dress Code” attire must be worn at all times.
- Running shoes and/or sneakers for designated TOYLC activities.
- Other footwear is allowed during TOYLC activities except sandals and other “open toe” footwear (unless specifically authorized by the TOYLC staff).

4. Students who previously attended our TOYLCs recommend packing the following

- Blanket
- Pillow
- Bath Towel

(Note: Linen, small blanket, and small towels are provided by the TOYLC staff)

- Wrist Watch
- Loud Alarm Clock
- Clothing for Warm and Cool Weather
- Personal Spending Money (please keep to a minimum) for snacks and souvenirs at TOYLC and the *Ronald Reagan Presidential Library*.
- Appropriate swimwear for use in the Swimming Pool: please note that this is a conservative campus.

5. Good to Know Information:

- Washers and dryers are available in the dorms
- Linen and small towels are provided.
- You do not need to pack too many clothes since you must wear the TOYLC T-Shirt each day
- Mornings are usually chilly, afternoons can be hot, evenings can be cool.