

# Code of conduct

## Purpose

We believe all our events should be open to everyone. That's why we are committed to providing a friendly, safe and welcoming environment for all, regardless of gender, sexual orientation, disability, ethnicity, religion, job role or anything else.

This code of conduct outlines our expectations for participant behaviour at our events, both virtual and in-person. It also explains the steps we will take if participants behave in an unacceptable way.

We invite all speakers and attendees to follow our code of conduct to help us create a positive event experience for everyone.

## Expected behaviour

When you attend one of our events we expect you to:

- be considerate and respectful to all attendees.
- not speak or act in a demeaning, discriminatory or harassing way (this includes the 'chat' functions during virtual events).
- be mindful of your surroundings and of your fellow participants. Alert a member of the event team immediately if someone is harassing you or making you feel uncomfortable, or if you notice that someone else is being harassed, or you have any other concerns.

## Unacceptable behaviour

Unacceptable behaviour during our events includes but is not limited to:

- intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech, materials, or conduct.
- violence, threats of violence, or violent language directed against another person.
- sexist, racist, homophobic, transphobic, or otherwise discriminatory jokes and language.
- personal insults, particularly those related to appearance, accent, gender, sexual orientation, race, religion, or disability.
- attempts to sell products or materials not specifically agreed by the event organiser in advance.

- taking of photos or recording videos for use on social media, without the prior permission of the individuals or owners of the content featured.
- any boisterous, lewd, or offensive behaviour or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behaviour or content that contains profanity, obscene gestures, or racial, religious, gender, or ethnic slurs.
- not obeying the rules or regulations of an event venue.

## The consequences of unacceptable behaviour

We will not tolerate unacceptable behaviour at any of our events. Anyone asked to stop unacceptable behaviour will be expected to do so immediately. If a participant is behaving in this way, the West of England AHSN may take any action it deems appropriate, including giving a warning, or a temporary ban or permanent ban from attending future events (including both virtual and in-person).

## What to do if you witness or are subjected to unacceptable behaviour at one of our events

If someone behaves towards you in an unacceptable way, or you notice this is happening to another event attendee, or you have any other concerns about people's behaviour, please notify a member of the West of England AHSN event team as soon as possible.

The West of England AHSN event team will be available to assist any participants experiencing unacceptable behaviour to feel safe for the duration of the event. We take all reports very seriously and these will remain completely confidential.

## Photography and video

Occasionally we take photographs or video recordings at our events. By attending one of our events (virtual or physical), you agree to have your image used by us in our post-event communications. Please speak to a member of the events team if you do not wish for your image to be used. If you are attending a virtual event, please feel free to turn your camera off.

## Contact us

If you would like to talk to a member of the West of England team about this code of conduct, please email [weashn.communications@nhs.net](mailto:weashn.communications@nhs.net).