

Accessible and Inclusive Practice Guidelines

We value the participation of everyone in the NCCPE network and want our work to be fulfilling and enjoyable for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age or religion. We will not tolerate harassment in any form. Participation in any type of NCCPE activity indicates that you are willing to abide by these practice guideline:

- 1. Act respectfully and be supportive.** Harassment and sexist, racist, or exclusionary comments or “jokes” are not appropriate at any time. Harassment includes verbal abuse, offensive comments, sustained disruption of talks or other events, inappropriate sexual attention or innuendo, deliberate intimidation, stalking, and photography or recording of an individual without consent. Support your friends and colleagues: If you see someone behaving badly, please let them know that you're not OK with it. Finally, be considerate of the varied circumstances we all find ourselves in, and treat everyone with kindness.
- 2. Behave professionally.** NCCPE activities should be a safe, comfortable, and professional environment. Participants should be courteous with the opinions of others and be mindful not to exclude anyone from discussions or work-related activities.
- 3. Communicate appropriately.** All communication should be appropriate for a professional audience including people of many different backgrounds. Sexual, sexist or other pejorative and exclusionary language and imagery is not appropriate. Participants must also ensure that they conduct safe, professional and appropriate online behaviour. Any unacceptable “electronic behaviour” through social media and other means will be treated in the same way other unacceptable behaviours would be treated.
- 4. Work collaboratively.** The diversity of our colleagues’ backgrounds is an asset. We’re all here to learn, share, and contribute. Fresh perspectives should be valued along with the voices of experience. Individuals asked to stop any inappropriate behaviour are expected to comply immediately. Anyone violating these rules may be asked to stop their participation at the discretion of the organisers. Any participant who wishes to report a concern or violation of this policy is asked to speak confidentially to Maddy Foard – maddy.foard@uwe.ac.uk.
- 5. Provide access for all.** NCCPE activities should adhere to access requirements to allow all participants to engage fully. As much as information about the expected participant experience should be given at the earliest possibility, so that access requirement can be collected from participants. Practical steps should be made to remove or reduce any disadvantage a participant may face, and alternative solutions must be offered to make all participants feel able to engage.

Thank you for helping to make the NCCPE network a welcoming, respectful and supportive environment for all.