

BRITISH MUSIC HALL SOCIETY

CODE OF CONDUCT POLICY

1. General Statement

The Committee and Trustees of the British Music Hall Society (BMHS) want all members of the BMHS to enjoy an environment which encourages respectful, considerate, dignified and non-sexualised working relationships. This Code sets out our expectations of conduct which we believe will allow everyone to gain the most from their experience and further the values contained in the Equal Opportunities Policy.

We expect all members to treat others with dignity and respect and embrace the values listed below:

- Be **Welcoming** to all and particularly newcomers
- Be **Positive** by looking to have fun and create enjoyment
- Be **Inclusive** welcoming people from diverse backgrounds and being sensitive to the needs of different communities
- Be **Ethical** being respectful of others and thinking through the consequences of our behaviour
- Be **Environmentally Responsible** promoting actions which are sustainable and which benefit the environment

The BMHS opposes harassment and bullying in any form and will act to ensure this policy is respected.

2. Definitions

2.1 Harassment/Bullying: behaviour that is offensive, intimidating, humiliating or hostile which interferes with an individual's work, which causes stress, anxiety, fear or sickness on the part of the harassed person. Bullying is behaviour by an individual or group that is intended to hurt an individual either physically or emotionally. Types of harassment can be based on age, sex, race, disability, sexual orientation, gender re-assignment, ethnic or national origins, religion or belief, sexual nature. It would include unreciprocated and unwelcome comments, looks, actions, jokes, sneers, suggestions or physical contact that are found objectionable or offensive.

2.2 Cyber-bullying is a method where the perpetrator(s) uses technology as a means of conducting the bullying. They can make use of e-mail, mobile phone and text messaging, digital photography, instant messaging, personal websites, chatrooms, blogs and social networking sites. It may include threats and intimidation, vilification and defamation and attempts at exclusion or peer rejection.

2.3 Sexual Harassment: any unwanted conduct of a sexual nature, or other conduct based on sex, affecting the dignity of individuals which can include unwelcome physical, verbal or non-verbal conduct whereby the behaviour is inappropriate, offensive or distressing for the recipient and as such, creates an intimidating, hostile, humiliating or sexualised working environment for the recipient.

2.3 Breach of Privacy. Personal data is provided to the Committee and Trustees to enable them to communicate for the purposes of the BMHS. It is not acceptable to use this information for purposes outside of the BMHS and the General Data Protection Regulations must be applied. This includes issues relating to photographs.

2.4 Breach of Health and Safety. The Trustees and Committee of the BMHS treats health and safety as a top priority, so as to ensure that the BMHS is a safe environment for all who volunteer, perform and visit our events.

3. Grievance Procedure

If any member of the BMHS or visitor to one of our events thinks they have been discriminated against or treated in any way inconsistent with this policy they should try to raise it directly with the individual concerned, if they feel comfortable to do so.

If personal contact is not appropriate they can refer to the British Music Hall Society grievance procedure. Members will have their concerns treated confidentially and sensitively. The Grievance Procedure is available on the BMHS website or from the Secretary contact@britishmusichallsociety.com