

BSA Group

Event Code of Conduct

Purpose

The BSA Group Event Code of Conduct applies to any BSA Group event and outlines our expectations for all participants.

BSA Group is committed to running events where everyone can participate in an inclusive, respectful and safe environment to promote the sharing of knowledge, information and best practice.

This code of conduct applies for all BSA Group event, either online or offline. For in-person events this commitment extends to the event environment (venue) and the people around the event, including the facilitating team (venue staff).

The code of conduct will not cover all possible scenarios and cases. We ask that our community acts in accordance with the spirit of the code of conduct and refrain from exploiting loopholes that may exist.

Inclusivity

BSA Group is committed to fostering an anti-discriminatory and inclusive culture where diversity is valued. We believe in a sense of connectedness and belonging where our team, members and wider community all feel they can be authentic, contribute, grow and learn.

BSA Group asks that all staff, delegates, guests, exhibitors, speakers and any other present parties, commit to the following:

- Behaving professionally
- Treating everyone with equity and respect
- Helping others as required
- Listening to everyone with respect
- Entering discussions and engagements constructively and with a professional rapport.

There will be no tolerance for discrimination against any person based on geographical, ethnic, sexual, gender, religious, protected characteristics, or other identifying features.

Our community should be respectful of differing viewpoints and experiences and show empathy towards others.

Unacceptable behaviour

Behaviour (online or in person) that will not be tolerated at any BSA Group event include, but are not limited to:

- Offensive or intimidating verbal comments, such as racism, ageism, sexism, homophobia, transphobia, ableism, and any comments that others may find discriminatory or inappropriate about religion, faith, or marital status, etc.
- Offensive or intimidating gestures or signals, including those that others may interpret as offensive
- Harassing photography or recording
- Intentional disruption of presentations or other events
- Wearing clothing not suitable for a professional environment
- Deliberate damage to equipment or the course venue
- Failing to obey any rules or regulations of the venue
- Rowdy, lewd, or offensive behaviour or content
- Possession of any item that could be used as a weapon or to intimidate
- Possessing any illegal substances such as narcotics
- Being under the influence of legal or illegal substances to the point of excessive intoxication
- Making sexual, inappropriate or otherwise offensive comments about appearance, clothing, or body parts
- Staring in a sexually suggestive manner
- Unwelcome touching, including pinching, patting, rubbing or purposefully brushing up against a person
- Sending sexually suggestive communications in any format
- Sharing, viewing or displaying sexually inappropriate images or videos in any format
- Sexual assault or attempted sexual assault
- Bullying, harassment or similarly intimidating behaviour in person or online.

Reporting

All BSA Group community members are expected to abide by this code of conduct.

If you experience behaviours or think you have seen activity that violates this Code of Conduct, please alert the BSA Group senior team as soon as possible. Reports can be made in person or via email to the following:

- Robin Fletcher, CEO (robin.fletcher@bsagroup.org.uk)
- Aileen Kane, DCEO/COO (aileen.kane@bsagroup.org.uk)
- Dale Wilkins, Senior Director (dale.wilkins@bsagroup.org.uk)
- Kate Hollyer, Legal and Public Affairs Director (kate.hollyer@bsagroup.org.uk)

If your report involves the CEO, please direct your email to Ed Jones, BSA Group Chair (chair@bsagroup.org.uk). If your report involves the Chair, board or BSA Group committee members, direct your mail to Robin Fletcher, CEO (robin.fletcher@bsagroup.org.uk)

Consequences of unacceptable behaviour

Unacceptable behaviour will not be tolerated, and all allegations will be treated seriously.

All allegations will be investigated confidentially and all those involved in the investigation (including witnesses, people providing information, evidence and/or advice) have a duty to maintain confidentiality.

If the severity of a reported incident or activity warrants it, the police will be notified.

Anyone found to be engaged in unacceptable behaviour, not limited to the list above, is subject to removal from BSA Group events and membership.

The BSA Group

The BSA Group comprises BAISIS (British Association of Independent Schools with International Students), BSA (Boarding Schools' Association), HIEDA (Health in Education Association), IELA (Inclusion and Equity Leadership Association), SACPA (Safeguarding and Child Protection Association) and TIOB (The Institute of Boarding). Also found within the group are SBF (State Boarding Forum) and BSA Legal Services Ltd, a subsidiary of BSA Group Services Ltd.

Code creation date: May 2023

Code review date: May 2024

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BSA Group's mission is to support excellence in boarding, safeguarding, inclusion and health education. BSA Group delivers services for more than 1,700 organisations and individuals in 40 countries worldwide.