



2 May to 5 May 2024

# Event

## Code of Conduct

### Year of Ireland

&

### Isle of Man



# Table of Contents

<b>Introduction .....</b>	<b>3</b>
<b>Purpose.....</b>	<b>3</b>
<b>The Quick Version .....</b>	<b>3</b>
<b>Expectations.....</b>	<b>4</b>
<b>Be Safe.....</b>	<b>4</b>
<b>Be kind and considerate .....</b>	<b>4</b>
<b>Be aware of your surroundings .....</b>	<b>4</b>
<b>Behave appropriately.....</b>	<b>4</b>
<b>Be professional .....</b>	<b>4</b>
<b>Respect property .....</b>	<b>4</b>
<b>Follow the rules.....</b>	<b>4</b>
<b>Event Sites.....</b>	<b>4</b>
<b>Photo/video disclaimer.....</b>	<b>5</b>
<b>Inappropriate Behaviour .....</b>	<b>5</b>
<b>Inappropriate behaviour—harassment, aggression, and intimidation.....</b>	<b>5</b>
<b>Consequences of inappropriate behaviour .....</b>	<b>6</b>
<b>Reporting .....</b>	<b>6</b>
<b>Report inappropriate Safety behaviour.....</b>	<b>6</b>
<b>Report inappropriate behaviour.....</b>	<b>6</b>
<b>Personal Reporting.....</b>	<b>6</b>
<b>Anonymous Report .....</b>	<b>6</b>
<b>Addressing Grievances.....</b>	<b>6</b>
<b>The Positives.....</b>	<b>7</b>
<b>Resources.....</b>	<b>7</b>
<b>Questions? .....</b>	<b>7</b>

# Introduction

This Australian Celtic Festival Code of Conduct (this “Code of Conduct” or these “Codes”) contained herein and located on the Australian Celtic Festival official website at; [www.australiancelticfestival.com](http://www.australiancelticfestival.com) shall govern your attendance at the Australian Celtic Festival (‘the Event’). This Code of Conduct applies in full force and effect to your attendance at the Event and by attending the Event, you expressly accept all Codes contained herein in full. You must not attend the Event, if you have any objection to any of these Event Codes of Conduct.

The Festival Organiser reserves the right to update these Codes from time to time and publish the updated version on the Australian Celtic Festival official website.

## Purpose

To make it possible for true collaboration, creativity, innovation and idea exchange to thrive, the Australian Celtic Festival is committed to facilitating a welcoming, safe and respectful event for all.

This Event Code of Conduct shares our community expectations and applies to all attendees, Council employees, exhibitors, speakers, performers, sponsors, volunteers and other participants at this event.

We empower all participants at the event to actively engage in creating a friendly and safe environment for all.

All attendees, speakers, performers, sponsors and volunteers at the event are required to agree with the following code of conduct in order to create the best experience possible for all attendees.

Event organisers will enforce this code throughout the event. We expect cooperation from all participants to help ensure a safe environment for everybody.

Before you participate in this event, please read the Code of Conduct.

## The Quick Version

Our event is dedicated to providing a safe and harassment-free experience for everyone, regardless of gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, religion (or beliefs) or technology choices.

### **The event organisers do not tolerate:**

Unsafe systems of work and all event participants are required (as necessary) to abide by:

1. NSW Work Health and Safety (WHS) legislation.
2. Relevant legislation and statutory requirements including Public Health (Covid-19 Restrictions on Gathering and Movement), NSW Food Act 2003, Food Regulation 2015 and Food Standards Code.

3. Electrical standard AS/NZS 3760: 2010 - In service safety inspection and testing of electrical equipment, outlines inspection, testing and tagging methods.

Harassment of event organisers and participants in any form will not be tolerated. Sexual language and imagery are not appropriate at any venue during the event, including talks, workshops, parties, Twitter and other online media.

Event participants violating these rules may be sanctioned or expelled from the event *without a refund* at the discretion of the event organisers.

Participants asked to stop any unsafe or harassing behaviour are expected to comply immediately with the organiser's request.

## Expectations

### Be Safe

**Stay sober:** Alcohol is only to be purchased and consumed within the designated Alcohol Area/s. Use of alcohol (whilst on duty during the event) by speakers, exhibitors, performers, volunteers and Council employees will not be tolerated by the event organisers.

**The use of illicit drugs** is strictly prohibited by any participant.

**Stay alert:** This will help you avoid injury and burnout and avoid conflicts with event organisers and other participants.

**Safety concerns:** Highlight your concerns with the event organisers. Your safety contributes to the longevity of the event.

### Be kind and considerate

Respect personal space and apply common courtesy rules for personal interaction.

### Be aware of your surroundings

Be mindful of others around you to ensure a great experience for your fellow participants.

### Behave appropriately

Refrain from displaying any demeaning, harassing, aggressive or intimidating materials or behaviour.

Attempt collaboration before conflict.

### Be professional

Dress and behave in a professional manner.

### Respect property

Do not damage private or communal property.

### Follow the rules

Obey the rules and regulations of the venue.

### Event Sites

When attending an event on any designated event site we ask that you stay within the designated event area and do not enter any other areas or facilities unless they have been clearly identified as part of the event.

Our event organisers may be working in non-event parts of the site, and we ask that you respect the space and their work while you are visiting the event.

*The Australian Celtic Festival reserves the right to amend the content of this document at its discretion, including in response to changes in legislation or other requirements.*

# Photo/video disclaimer

When we host events, we often have a photographer or videographer capturing the event. By attending you agree to be photographed or recorded, and you agree that the event organisers will be the sole copyright owner of such media.

The event organisers reserve the right to use any media taken at any event hosted by the Australian Celtic Festival without the express written permission of those included within the media and you waive any rights therein.

The Australian Celtic Festival may use the photo or recording in publications or other media material produced, used or contracted by the Australian Celtic Festival including but not limited to brochures, invitations, books, newspapers, magazines, television, websites, etc.

We do attempt to respect each individual's preferences for privacy — please feel free to speak with our photographers/videographers if for any reason you would rather not be filmed or photographed.

# Inappropriate Behaviour

## **Inappropriate behaviour—harassment, aggression, and intimidation**

- Harassment, aggression, and intimidation are hurtful and interfere with other people's experience and participation in the event. These behaviours are inappropriate and unacceptable.
- These behaviours can be related to, but not limited to: race, colour, creed, gender (including pregnancy, perceived pregnancy, childbirth, breastfeeding or related medical conditions), gender identity, religion (including religious dress and grooming), marital status, domestic partner status, genetic information, age, national origin or ancestry, military or veteran status, sexual orientation, physical or mental disability or any other basis protected by federal, state or local laws.
- Inappropriate use of nudity and/or sexual images (including presentation slides); inappropriate depictions of violence (including presentation slides).
- Inappropriate one-on one communication carried out in the context of the event, including but not limited to: written and verbal, including social media forums.
- Community event venues may be shared with members of the public; please be respectful to all patrons of these locations.
- Harassing photography or recording; sustained disruption of talks or other events.
- Inappropriate behaviour can take many forms such as slurs; jokes; derogatory statements; foul or obscene language; offensive clothing; leering; stalking; staring; gestures; pictures, drawings or cartoons; violating personal space by impeding or blocking another person's movement or otherwise physically interfering with them;

harassing photography or recordings; unwanted or offensive letters or poems; offensive email or voicemail messages; or social media postings.

### **Consequences of inappropriate behaviour**

Inappropriate behaviour will not be tolerated. If asked to stop behaving inappropriately, you should comply immediately.

- The event organisers reserve the right to refuse entry to or remove any party from the event at any time. All determinations are at the sole discretion of the Event organisers and the decision of the Event's representative will be final.
- Severe breaches of this Event Code of Conduct may result in disqualification from participating in future events.
- Individuals expelled due to violating this Event Code of Conduct will not be eligible for a refund or other consolation.

## **Reporting**

### **Code of Conduct violations**

Violations reduce the value of the event for everyone. We want you to be safe and happy at our event. People like you make our event a better place. You can make a report either personally or anonymously.

### **Report inappropriate Safety behaviour**

Promptly report any poor safety behaviour that makes you or others feel unsafe to the nearest event representative.

### **Report inappropriate behaviour**

Promptly report any behaviour that makes you or others feel uncomfortable to the nearest event representative.

### **Personal Reporting**

If you witness or are subjected to inappropriate behaviour or have any other concerns, notify an event representative as soon as possible.

If you are unable to find an event organiser or would like to report a violation after the event, you may email: [rbombell@qisc.nsw.gov.au](mailto:rbombell@qisc.nsw.gov.au).

### **Anonymous Report**

We can't follow up an anonymous report with you directly, but we will fully investigate it and take whatever action is necessary to prevent a recurrence.

### **Addressing Grievances**

If you feel you have been falsely or unfairly accused of violating this Code of Conduct, you should notify one of the event organisers with a concise description of your grievance. Your grievance will be handled in accordance with the event policies.

# The Positives

If you see someone who is making an extra effort to ensure our event is welcoming, friendly, safe and encourages all participants to contribute to the fullest extent, we want to know. You may email: [eventsofficer@gisc.nsw.gov.au](mailto:eventsofficer@gisc.nsw.gov.au)

## Resources

This Code of Conduct was adapted from the following open resources:

<https://www.esri.com/en-us/about/events/code-of-conduct>

<https://confcodeofconduct.com/>

<https://www.mapbox.com/events/code-of-conduct/>

<http://berlincodeofconduct.org/>

<https://www.betterhealth.vic.gov.au/health/ten-tips/10-tips-for-work-safety>

<https://www.dpc.nsw.gov.au/tools-and-resources/event-starter-guide/safety-and-security/>

## Questions?

Any questions regarding this Event Code of Conduct or its implementation, please contact the organisers.

Glen Innes Severn Council | Highlands Hub

In person: 167 Grey Street | Glen Innes | NSW | 2370

By mail: PO Box 61 | Glen Innes | NSW | 2370

By phone: 6730 2409