

## POOLE & EAST DORSET ART SOCIETY

### **Policy on Code of Conduct for members**

This policy relates to and sits with existing policies on Membership and admissions, and Safeguarding, and in turn these are informed by the PEDAS Constitution which complies with the Charity Commission regulations.

#### Respect for PEDAS values

PEDAS is an art society open to anyone regardless of ability or experience. PEDAS is an inclusive society and will not refuse membership to any applicant on the basis of artistic merit, background or identity. With reference to the Membership admissions policy, the only occasion when the Trustees may refuse a membership application is if there is evidence, 'that it is in the best interests of PEDAS for them to do so'. (iv)

In all club activities members are expected to treat each other with respect. We seek to create an environment where people feel comfortable and welcome. We expect members to conduct themselves with courtesy and consideration towards others. Examples of unacceptable behaviour include; bullying, harassment and/or any discrimination. This includes language or jokes which imply these or other insults, including sexual, to the person intended, or are perceived by the recipient in this way.

#### In the case of a matter arising

In the unlikely event of a conduct complaint arising, the following staged steps will be followed:

1. In the first instance those involved are encouraged to speak to each other as colleagues, to resolve any misunderstandings informally.
2. If this does not result in a resolution or if any offensive behaviour is felt to continue, anyone negatively impacted can write to the Chair citing evidence of the allegation(s).
3. The Chair (or a Trustee on their behalf) will address the allegation with the member concerned, and if deemed necessary, this will be followed by confirmation in writing. They will be told that if there is a further complaint either from the same member or someone else, they will be asked to leave the Society without further notice.
4. This outcome of Stage 3 will be reported to the Committee and recorded anonymously in the minutes of the following meeting.
5. If either party is unhappy with this outcome (clause 3), they have the right to appeal.
6. If this stage is reached, a panel of 3 Trustees, with no conflicts of interest, will make a decision, based on the evidence. Their decision will be final. These proceedings will be recorded anonymously in the minutes of the Society.
7. If the member is asked to terminate their membership of the Society, the procedure in the Constitution (Clause 4 Termination of Membership) will be followed.