

A Sample Code of Conduct for Events

Thank you for taking the time to come to our event! This is a list of ways we hope you will behave at this event. We emailed you a copy of this before the event, but here is another copy in case you need it.

- Be kind to your own body, and to the bodies around you.
- Please feel free to move around the event space as you take care of your body.
- No one is watching you if you need to leave the space to go to the restroom, stretch, or get some fresh air.
- Unwrap and eat your snacks with our blessing. We need you to stay fed and happy.
- If you like wearing noise-dampening or other types of headphones, you can do that.
- Everybody brought a different kind of body to this event. Be respectful of other bodies and their needs and experiences.
- Keep your hands off other bodies unless given explicit consent by another person. This includes mobility aids such as wheelchairs, canes, and walkers, or headphones. All of those are extensions of someone else's body.
- If you see a service animal at this event, that animal is hard at work. Please do not pet it or otherwise disturb it from doing its job without express invitation.
- To facilitate the discussion portion of the event, we're going to be using a system of hand-raising. If you have a question or a comment, raise your hand and wait for the moderator to call on you. When the moderator calls on you, they'll hold a wireless microphone up to your face. This will make your voice loud enough to be heard by most other people.
- This event is fragrance-free, and nut-free. This is because some people get sick around perfumes and nuts.
- This event is intersectionally anti-racist. We will not tolerate any language or actions that hurt people based on race, ethnicity, physical ability, gender, sexual orientation, national origin, class, caste, or primary language.

Sample Code of Conduct for Presenters

- This event is intersectionally anti-racist. We will not tolerate any language or actions that hurt people based on race, ethnicity, physical ability, gender, sexual orientation, national origin, class, caste, or preferred language. Please review your content for any language or attitudes that might conflict with this important guideline. This includes potentially outdated terms, such as “special needs” for people with disabilities, or phrases with racist or sexist origins.
- If you are sharing resources created by other people, please review those resources through this intersectionally anti-racist lens.
- Please design activities that do not require physical contact between guests as much as possible.
- Please be respectful during audience participation, and do not touch guests’ bodies without their consent. This includes mobility aids such as wheelchairs, canes, and walkers, or headphones, all of which are extensions of another person’s body.
- If you see a service animal at this event, that animal is hard at work. Please do not pet it or otherwise disturb it from doing its job without express invitation.
- We expect you to use the microphone for your presentation. We will also have ASL interpreters and captioning at the event.
- We will need the contents of your presentation 7 calendar days before the event so we can send that to attendees in advance. As you prepare your materials, please consider that some of your attendees may wish to print materials to bring with them. We will also have a number of printouts of your materials for guests at the event.
- To facilitate the discussion portion of the event, we’re going to be using a system of hand-raising. You will have a moderator who will roam the audience with a wireless microphone, while you stay at the front of the room. The moderator will ask guests to use the microphone for presenting their questions.
- This event is fragrance-free, and nut-free. This is so we can provide a welcoming space for guests with sensitivities to those items.