

# **Safe Space Policy**

## Approval Details

<b>Approved by:</b>	Union Executive Committee	<b>Date</b>	10 <sup>th</sup> January 2017
<b>Approved by:</b>	Trustee Board	<b>Date</b>	2 <sup>nd</sup> December 2016
<b>Implementation date:</b>	January 2017		
<b>Review date:</b>	December 2017		
<b>Manager responsible:</b>	Deputy Chief Executive / Director of Membership		

## Policy Statement

UPSU is committed to providing an inclusive and supportive space for everyone at UPSU and to protecting this principle.

## Scope

This policy covers any Students' Union space, or Students' Union event, which includes activities undertaken outside of the Union building that are still within the remit of the Students' Union, and also to relevant behaviour on digital platforms.

This policy is applicable to our whole organisation and student community, whether an individual or a member within a group. Staff must support the principles of this policy and ensure that everyone is protected as stated in this policy.

## Freedom from intimidation or harassment

We believe everyone should be free from intimidation or harassment

This includes protection from prejudice or discrimination on the grounds of age, disability, marital or maternity/paternity status, race, religious and other beliefs, sexual orientation, gender identity, trans status, socio-economic status, ideology or culture, nationality, political belief, spent criminal convictions, health, language, appearance or any other form of distinction.

## Membership: Academic and political debates

We will arrange mitigation to ensure the safety of our members and ensure a balance of opinions at any academic discussion or debate. Freedom of speech is important, yet intention to incite hatred, harassment and discriminatory behaviour are never acceptable.

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The UPSU Equal Opportunities Policy must always be applied to any activity or event and any events held within UPSU spaces must be in line with the UPSU External Speaker Policy to ensure the safety of Students' Union members

## **Language and other communication**

Everyone at UPSU is expected to seek to ensure that their written, spoken and electronically transmitted or published material does not contain language or images that may reasonably cause offence to others. Everyone at UPSU is asked to exercise good judgement and be aware of common, or inappropriate, or offensive references, particularly in relation to the characteristics listed in the section above.

## **Challenging discrimination**

We recognise discrimination can occur wherever it is not consciously challenged. Therefore the event organiser is responsible for upholding this policy at any membership event, and the Students' Union venue staff or elected full-time officers may enforce this policy within UPSU spaces.

## **Reporting discrimination**

If you feel that you have been intimidated, harassed or made to feel uncomfortable we encourage you to let us know. You can speak to any UPSU Executive Officer or a staff member who will ensure that you are listened to and that the aims and spirit of the policy are upheld.

Any person in a UPSU space or attending a UPSU event is accountable for their own language and behaviour. If behaviour is reported that is not in accordance with this policy, members may be asked to leave immediately by staff or an elected full-time officer.

Serious breaches of this policy will be investigated and may result in the Membership Disciplinary Bye Law or other relevant policies being invoked.

## **Safe Space for all**

As well as UPSU being a safe space for members, we also want UPSU to be a safe space for staff, contractors, volunteers, trustees and all other visitors to UPSU. The principles of this policy therefore apply across all groups.

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## Other relevant policies

This policy should be read in conjunction with the following policies:

- Complaints Policy
- Members Disciplinary Bye-Law
- Social Media Policy
- Equal Opportunities Policy
- Equality & Diversity Policy
- Bullying and Harassment Policy
- Sexual Harassment Policy
- External Speaker Policy

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*Any questions relating to this policy should be directed to the policy owner*

**END OF POLICY**

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