

# TACTILE ARTS

## TACTILE ARTS CODE OF CONDUCT

This Code of Conduct applies to individuals working with Tactile Arts in any capacity (including but not limited to employees, volunteers, customers, and suppliers), and provides a framework of principles for conducting business.

The Code of Conduct does not replace legislation and if any part of it is in conflict, then legislation takes precedence.

Unacceptable behaviour will not be tolerated. If this Code of Contact is not complied with, Tactile Arts may decide on appropriate action, including a ban from participating in Tactile Arts activities and events.

Should individuals have doubts about the Code of Conduct, clarification can be sought from the General Manager.

### **WORKING WITH INDIVIDUALS**

- 1.1. Tactile Arts wishes to operate in an environment where people show respect for others and their property. Respect is defined as consideration for another's physical and emotional wellbeing and possessions, to ensure no damage or deprivation is caused.
- 1.2. Respect the rights and point of view of the Tactile Arts Board, members, staff, contractors, volunteers, and all who visit Tactile Arts or access the programs and events.
- 1.3. Follow reasonable requests made by Tactile Arts staff, volunteers, Board members or other representatives of Tactile Arts acting within their role.
- 1.4. Individuals agree to abide by Tactile Arts core values; inclusive and welcoming, ethical, and transparent, acting with integrity, encouraging, collaborative and supportive.

### **FACILITIES**

- 1.5. Individuals who use Tactile Arts facilities and/or access activities or events, are able to do so without unreasonable distraction or disturbance.

Care must be taken of Tactile Arts property (equipment and facilities) during use, with unsafe situations and incidents reported immediately.

### **DISCRIMINATION**

- 1.6. Tactile Arts wishes to operate in a non-discriminatory environment. Respect the rights, dignity and worth of every human being, within the context of the activity. Treat everyone equally regardless of gender, ethnic origin, or religion.

## **HARASSMENT & BULLYING**

1.7. Tactile Arts wishes to operate in an environment that is free from harassment. Harassment is defined as any action directed at an individual or group that creates a hostile, intimidating, or offensive environment.

1.8. No individual shall bully, harass, or discriminate against a Tactile Arts staff member, volunteer, Board member or member/participant of Tactile Arts activities or events or member of the public. For the sake of clarity bullying is defined as:

- Person or group of people repeatedly acting unreasonably towards an individual or group of people.
- Behaviour that creates a risk to health and safety.

Examples of bullying including:

- Teasing or practical jokes.
- Pressuring someone to behave inappropriately.
- Excluding someone from work-related events.
- Unreasonable work demands.
- Being aggressive.

1.9. Unreasonable behaviour includes victimising, humiliating, intimidated and/or threatening behaviour.

Whether a behaviour is unreasonable depends on whether a reasonable person might see the behavioural as unreasonable in the circumstances.