ISAAC Conference 2018.

Our conference rules.

It is also called the Conference Code of Conduct.
The ISAAC conference is for everyone.

We want everyone to

- listen and share ideas
- be fair to each other.

At the ISAAC conference there are people

- from lots of different places
- with lots of different ideas.
Some ideas are about

- new ideas
- things we do now
  
  and

- how we do things.


Some ideas make everyone talk more about them.


But

At our conference everyone must

- feel safe
  
  and

- be safe.
You cannot be rude to other people.

This is called harassment.

Need to know more about harassment?

Go to page 19
These are our conference rules.

When you do not follow the rules
- you may be asked to leave the conference.

The ISAAC committee will hear what happened
and
make up their mind what to do.

The security or police are told when it is a really bad thing.
Like, you touch someone on their private parts.
The person did not want it.
Who must know these rules?

Everyone at our conference must know these rules.

People come to our conference for lots of reasons.

There are people who

- come to hear the stories and research.
  These are the conference attendees

- tell us new information. These are the Speakers

- give us money for the conference. These are the Sponsors
• people who show new things. These are the Trade Displays

• help during the day. These are the Volunteers

• set up the conference. This is the Conference Committee and Company.
When is the Code of Conduct used?

At the ISAAC Conference

and

Anytime you write about the ISAAC conference.

It can be

- a story for a magazine
- Facebook
- Twitter
- Blog
- Instagram
- Other social media.
Remember.

Everyone sees things differently.

Some people see something as rude, others do not.

The committee will decide this.
You write your own paper.

You make your own poster.

You must think about the
- words you use
- pictures you choose.

Ask yourself?

In my presentation
- Will this make people feel **bad**?
- Do I need to use **this** word or picture?
No.
Pick a new word or picture.

Yes
You must tell the people in the room at the start of your talk.
Anyone can leave the room if they want to.
Someone is rude to me. What can I do?

It is ok to talk about different ways to do things

But

This is about how someone talks to you.
Do you feel safe to say something?

Yes

Ask the person to stop.
The person **must** stop straight away.

No

Go to the ISAAC table.
Tell the staff you need the other person to stop.
You see someone that does **not** look safe.

Go to ISAAC International staff.

Each staff person has a badge.

The badge says **ISAAC INTERNATIONAL Staff**

or

You can also go to the ISAAC table

or

Email [conference2018@isaac-online.org](mailto:conference2018@isaac-online.org)
Complaints

We want to hear

- good news
- things that need to be better.

Your name will stay secret.

A report is made.
ISAAC INTERNATIONAL

- will check out your problem
- choose what to do.

When a person does not follow the rules
The ISAAC committee can

- give a warning to the person

or

- ask the person to leave for the day

or

ask the person to leave the conference.
This can mean a

- trade display may close

• speaker may **not** do their talk.

Only the ISAAC committee chooses this.
The security or police are told when it is a really bad thing. Like, you touch someone on their private parts. The person did not want it.

The person will get **no** money back.
What is harassment?

Some people say it is about rude things.

But

It can be lots more things too. It is when you

- do not feel comfortable
- do not feel safe.
It may be about

- your age
- how you look
- body size or shape
- your disability.

It can also be about

- the color of your skin. This is about your race

- the place you live

- what you believe in. Like, you believe in God.
It is also about how you see yourself. A person may be rude to you because you

- are a man
- are a woman
- are gay

or

- were seen as a boy when you were born.
  But
  now you are a woman

or

- were seen as a girl when you were born
  But
  now you are a man

or

- were seen as a girl or boy when you were born
  But now you are other than a woman or a man
They can mean to do it or they may not mean to.

Like, a person

- follows you all the time
- tags you in a Facebook post
- takes photos. They do not ask you first
- records your talk. They do not ask you first.

It can be a person who

- touches you
- makes comments about sex
- makes a sex pass at you.
But you do **not** want it. You do **not** like it. You say **no**.

It is also when a person butts in all the time. It can be

- when you do your paper
- when you talk about your poster
- when you talk in a small group.

Other things you cannot do

Tell someone else

- to be rude
  - or
  - butt in all the time.

You cannot lie.
Images

We can use these images.

- COMPIC
- Mayer- Johnson
- Picto – Selecto
- MicroSoft Clip Art.

Logos are from

- Facebook, Twitter, Instagram.

This document is based on ISAAC INTERNATIONAL Conference Code of Conduct and Guidelines for Attendees 2016. Updated for Conference 2018.

Access Easy English wrote the Easy English in April 2016.

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