

Safer Spaces Policy

Primary strives to create a safe and comfortable environment where participants, volunteers and staff can work together confidently in mutual respect. Primary recognises its responsibility to take appropriate action to safeguard everyone partaking in our activities.

If something or someone at one of our events is making you uncomfortable, please report it to us. Staff will introduce themselves at the start of a session. Wherever possible we will provide access for a quiet space for anyone who needs to step out of an event. For online events please refer to our online code of conduct.

Zero Tolerance of Harassment

We have zero tolerance to homophobia, transphobia, ageism, racism, ableism, sexism, xenophobia or any other prejudice based on ethnicity, nationality, class, gender presentation, language ability, asylum status or religious affiliation. If anyone is found to be harassing another person, they will be asked to leave.

Harassment includes, but is not limited to:

- Making offensive comments about people.
- Discriminating against people based on their gender, sexual orientation, disability, physical appearance, race or religion.
- Threatening, stalking, following or hassling people.
- Touching people without their permission.

Centring care

We aim to create a space that centres care. Below we outline what you can expect of Primary and what we ask of people engaging in our events and spaces to keep everyone safe.

What we expect of you

- Participate in a way that shows consideration and respect.
- Think about the language you use. It is not acceptable to use obscene, profane, threatening, or disrespectful language.
- Keep an open mind. Everyone has a different life experience. Be aware of making assumptions about anyone's ethnicity, class, gender presentation, sexual orientation, abilities or life experiences.
- Pronouns are words like she, her, he, him, they and them. Please respect each person's preferred pronouns and don't make assumptions.
- If someone is being hateful or offensive, please tell a member of staff.
- If someone challenges you about your behaviour do not become defensive. Listen, think and learn.
- Respect other people's boundaries. Ask before touching someone or talking about their personal life.
- If a discussion becomes personal, respect people's privacy and keep what is said inside the room. Do not share or discuss any confidential, personal or sensitive

information, that has been disclosed by anyone during an event with anyone outside of the event.

What you can expect from us

Staff will respect all of the guidance above. There will be a member of Primary's staff available to hear your concerns and take action to make sure you are safe. We will talk to you to determine the appropriate response. This might involve:

- Offering access to a private quiet space
- warning the offender
- asking them to leave
- contacting the police
- putting you in touch with local support services
- arranging safe transport to your home

Reporting an issue

If you are at an event, please speak directly to a member of Primary staff who will be hosting or supporting an event. If you are visiting an exhibition, there will be a member of staff on the front desk.

If you need to contact us after an event, please contact admin@weareprimary.org

Feedback

We welcome your feedback to develop and improve this policy and our approach to safer spaces.

Thanks to City Arts for sharing their Safer Spaces policy format.