

Code of Conduct for Member Submissions to 'Student Say'

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1. Introduction

This code of conduct governs the remit of member submissions on Leeds Trinity Students' Union's 'Student Say' platform. It has been created to clearly articulate to our members what are deemed to be expected and unacceptable behaviours (with regards to ideas submission) in line with our core charitable values.

2. Scope

The contents of this code of conduct apply to ideas submissions, and interactions with those submissions, on Leeds Trinity Students' Union's 'Student Say' platform. However, these behaviours can be understood in conjunction with Bye-Law 3: Code of Conduct and Disciplinary Procedure for Members and Bye-Law 6: student Media.

3. Expected Behaviours

Leeds Trinity Students' Union is committed to creating an inclusive and safe environment for all its staff and members. In line with this commitment, all ideas submissions and subsequent comments onto the Student Say platform should adhere to the Student Say submission code of conduct.

4. Unacceptable Behaviours

In addition to the above expected behaviours, the following provides a comprehensive (but not exhaustive) list of topics that are deemed to be unacceptable in line with our charitable values. Student Say 'ideas' and comments on them will not be published (or be removed) if they:

4.1 contain offensive or harmful material. This includes (but is not limited to) 'ideas' or comments which:

- 4.1.1 are offensive, threatening, malicious, abusive or personal attacks of any kind
- 4.1.2 contain unlawful content
- 4.1.3 are triggering or explicit in relation to suicide or self-harm
- 4.1.4 promote behaviours that may be detrimental to the health and wellbeing of members
- 4.1.5 include personal or sensitive information about any members, SU staff, University staff or others
- 4.1.5 contain incorrect or non-factual content

5. Staff Approval

Each idea is vetted in line with Leeds Trinity Students' Union's core values. If an 'idea' adheres to these values and the Student Say code of conduct then the Representation and Democracy Coordinator will approve the member's idea within 1 working day.