**WEBSITE public version AND on conference announcements**

Pennsylvania’s Education for All Coalition’s Easter PA Inclusion Conference provides a harassment-free conference experience for everyone regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age, or religion. We do not tolerate harassment of conference participants in any form. Sexual language and imagery are not appropriate for any conference venue, including talks. Conference participants violating these rules may be sanctioned or expelled from the conference without a refund at the discretion of the conference organizers. Our anti-harassment policy can be found at:

[URL for full anti-harassment policy]

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**Anti-Harassment Policy**

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Harassment includes, but is not limited to:

* Verbal comments that reinforce social structures of domination [related to gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age, religion, [your specific concern here].
* Sexual images in public spaces
* Deliberate intimidation, stalking, or following
* Harassing photography or recording
* Sustained disruption of talks or other events
* Inappropriate physical contact
* Unwelcome sexual attention
* Advocating for, or encouraging, any of the above behavior

#### **Enforcement**

Participants asked to stop any harassing behavior are expected to comply immediately.

Sponsors and vendors are also subject to the anti-harassment policy. In particular, exhibitors should not use sexualized images, activities, or other material.

If a participant engages in harassing behavior, event organizers retain the right to take any actions to keep the event a welcoming environment for all participants. This includes warning the offender or expulsion from the conference with no refund.

Event organizers may take action to redress anything designed to, or with the clear impact of, disrupting the event or making the environment hostile for any participants.

We expect participants to follow these rules at all event venues and event-related social activities.

#### **Reporting**

If someone makes you or anyone else feel unsafe or unwelcome, please report it as soon as possible. Conference volunteers can be identified by PEAC appearing before their name in the participant list. Harassment and other code of conduct violations reduce the value of our event for everyone. We want you to be happy at our event.

You can make a report either personally or anonymously by calling 267-232-0570. This phone number will be continuously monitored for the duration of the event.

We can't follow up an anonymous report with you directly, but we will fully investigate it and take whatever action is necessary to prevent a recurrence.

#### **Personal Report**

You can make a personal report by:

* Calling PEAC at 267-232-0570.
* Contact the organizer at the HELP Room conference link.

Other PEAC board members may have to be involved to ensure your report is managed properly. You will be asked to tell us about what happened. This can be upsetting, but we'll handle it as respectfully as possible, and you can request someone to be online to support you. You won't be asked to confront anyone, and we won't tell anyone who you are.

Our team will be happy to help you contact support services, or anyone else to assist you to feel safe for the duration of the event. We value your attendance.

PEAC – info@paedforall.org

Help Room-Board member present – 267-232-0570

### Internal conference volunteers

**Warnings**

Any member of conference staff can issue a verbal warning to a participant that their behavior violates the conference's anti-harassment policy. Warnings should be reported to info@paedforall.org as soon as practical. The report should include:

* Identifying information name of the participant from participant list
* The time you issued the warning
* The behavior that was in violation
* The approximate time of the behavior (if different than the time of warning)
* The circumstances surrounding the incident
* Your identity
* Other people involved in the incident
* The result of the warning

**Presentations**

Presentations or similar events should not be stopped for one-time gaffes or minor problems, although a conference facilitator should speak to the presenter afterward. However, facilitators should take immediate action to politely and calmly stop any presentation or event that repeatedly or seriously violates the anti-harassment policy. For example, simply say "*I'm sorry, this presentation cannot be continued at the present time" with no further explanation*.” The facilitator should apologize to the group and indicate that the session will end in one minute. The individuals can choose to attend another session. End the session.

**Taking reports**

When taking a report from someone experiencing harassment you should record what they say and reassure them they are being taken seriously but avoid making specific promises about what actions the organizers will take. Ask for any other information if the reporter has not volunteered it (such as time, place) but do not pressure them to provide it if they are reluctant. Even if the report lacks important details such as the identity of the person taking the harassing actions, it should still be recorded and passed along to a PEAC Board member. If the reporter desires it, arrange for an escort by conference staff or a trusted person, contact a friend, and contact local law enforcement. Do not pressure the reporter to take any action if they do not want to do it. Respect the reporter's privacy by not sharing unnecessary details with others, especially individuals who were not involved with the situation or non-staff members.

The report should include:

* Identifying information name of the participant from participant list
* The time you issued the warning
* The behavior that was in violation
* The approximate time of the behavior (if different than the time of warning)
* The circumstances surrounding the incident
* Your identity
* Other people involved in the incident
* The result of the warning

**Expulsion**

A participant may be expelled by the decision of any of the above-listed entities for whatever reasons they deem sufficient. However, here are some general guidelines for when a participant should be expelled:

* A second offense resulting in a warning from staff
* Continuing to harass after any "No" or "Stop" instruction
* A pattern of harassing behavior, with or without warnings
* If in person, a single serious offense (e.g., punching or groping someone)
* Comments made that are offensive or if in person, a single obviously intentional offense (e.g., taking up-skirt photos)

**Public statements**

As a general rule, conference volunteers should not make any public statements about the behavior of individual people during or after the conference.

In general, consult with PEAC organizers when possible but act when necessary.

This anti-harassment policy is based on the example policy from the [Geek Feminism wiki,](http://geekfeminism.wikia.com/wiki/Conference_anti-harassment) created by the Ada Initiative and other volunteers. This policy is based on several other policies, including the Ohio LinuxFest anti-harassment policy, written by Moose Finklestein and Beth Lynn Eicher, and the Con Anti-Harassment Project. Mary Gardiner, Valerie Aurora, Sarah Smith, and Donna Benjamin generalized the policies and added supporting material. Many members of LinuxChix, Geek Feminism, and other groups contributed to this work.