

HHS CODE OF CONDUCT

The Hornsey Historical Society has zero tolerance of poor conduct by members, enquirers, visitors and guests.

The Society expects all members and non-members to treat each other with respect and courtesy at all times.

Where minor disagreements or disputes occur, it is expected that there will always be attempts to resolve them informally with mutual respect and understanding and the application of common sense.

The Society will not tolerate harassment, bullying, abuse or victimisation of any individual or group (which the Society regards as forms of discrimination). This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal. The Society views any complaint of such behaviour as a serious matter.

Consequences of poor conduct may be:

- (a) warning as to future conduct;
- (b) suspension from membership;
- (c) removal of membership;
- (d) exclusion of a non-member from the Society, either temporarily or permanently; and
- (e) decision to refuse a non-member's current and/or future membership applications.

The following list provides examples of offences which will normally be regarded as breaches of this Code of Conduct – the list is not supposed to be exhaustive:

1. Any act of discrimination, victimisation or harassment relating to race, ethnic origin, sex, sexual orientation, marital status, religion or disability including any breach of the Club's Equality and Diversity Policy.
2. Possession, distribution, sale, or use of any illegal drug or narcotic substance.
3. Possession, distribution or sale of pornographic material.
4. Serious incapacity through alcohol or being under the influence of illegal drugs.
5. Disorderly conduct - e.g. rude or abusive language, attitude or behaviour towards the Club's employees, members, visitors or guests.
6. Assault, fighting or other physical violence.
7. Theft from the Society or its employees, members or non-members.
8. Indecent behaviour.
9. Physical, verbal or psychological bullying of any type.

10. Malicious or careless destruction, or deliberate misuse of property belonging to the Society, or its employees, members or non-members.
11. Any serious disregard for, or any contravention of, the Society's policies
12. Misuse of confidential Society information or breach of confidentiality, subject to the Public Interest Disclosure Act 1998.
13. Any criminal or civil wrong, or being investigated for such act where, in the reasonable opinion of the Club, such act or investigation has resulted in a loss of trust and confidence in the individual by the Club.
14. Misuse of the Society's database, internet & email system, in accordance with the Society's Data Protection policy, for example, unauthorised computer use or access, accessing, downloading or distributing pornographic images, sending abusive, rude or defamatory messages, or unauthorised use of the Society's resources for illegal activity or for private gain.
15. Serious negligence which causes unacceptable loss, damage or injury to persons or the Society's property or finances.
16. Being convicted of a serious criminal offence.