



Selwyn College, Cambridge: Code of Conduct for Online Outreach Events 2021

Your participation in outreach events organised by Selwyn College assumes you have read and will comply with this code of conduct. You should also share this document with your parent, guardian or key support worker.

Our events are often highly interactive: these rules are in place to safeguard you and everyone else involved in our events, and to enable you all to make the most of these opportunities. Failure to comply will result in being asked to leave the event and may exclude you from partaking in future events with the College.

If you have any queries, please contact Grace, our School's Liaison Officer at schools-liaison@sel.cam.ac.uk.

Behaviour

- I accept full responsibility for my behaviour when partaking in this online event
- I will not use any inappropriate language, and only post comments and questions that I feel comfortable knowing that my peers, and staff of the University of Cambridge could read
- I will not submit offensive or provocative material to anyone during this event. This includes anything that could be considered threatening, bullying, harmful, offensive, obscene or illegal
- I understand that any messages that I send during this event could be monitored by outreach and tutorial staff at Selwyn College, Cambridge
- I will not share any digital malware that contains viruses or any other computer code, programs or files designed to destroy, interrupt or limit the functionality of any computer, computer software or hardware or telecommunications equipment
- I will not give out any personal information online, such as my full name, phone number, home or email address, or social media handles
- I will not give out the personal information of others
- Unless I am asked to, I will not message other participants during the event. Please submit any questions to the event's host
- I will not directly contact any of the speakers from this event once it is finished. Any questions should be directed to schools-liaison@sel.cam.ac.uk
- I will not share the event link or password with anybody else.
- I will not record this event.
- I will not take a screenshot or share any images of this session.



If you see or hear any inappropriate or upsetting behaviour, please report the incident to the event's host immediately and to schools-liaison@sel.cam.ac.uk.

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Online Safety Guidance

- Do not respond to any contact requests from people who you do not know.
- Do not arrange a face-to-face meeting with anyone you have met online.
- Do not share any personal information during the event itself that could be used to identify you.
- Your Zoom name should not include your full name. Please sign into Zoom using your first name and last name initial, rather than your full name.

Recording:

This event may be recorded. School talks may be recorded by the school for internal distribution only; any queries about this should be taken up with your teacher. At all other events, if it is recorded, no individual participants will be identifiable. Please email schools-liaison@sel.cam.ac.uk with any questions about this.

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We want our events to be useful and safe for all involved. We expect participants to interact with the sessions when asked – this may be through polls, Q&As, writing in the chat and so on. How to ask questions and get involved will be communicated to you at the start of the event.

Thank you in advance for your compliance.

15/03/21