

# Code of Conduct

## Eurochild Online Events

During Eurochild online events and meetings, **we are all responsible for making sure that everyone's wellbeing and safety is taken into consideration**. To make it easier for us all to ensure this, and for everyone to be able to feel comfortable, happy, engaged, and safe here are a few **housekeeping rules** that we should keep in mind at all times:

- **Treat others as you would like to be treated**
  - Do not shout, discriminate, tease, bully or use any form of bad language.
- **Everyone is to be treated with respect**
  - We are all equal, regardless of race, gender, age, religion, education, cultural background or anything else.
- **Use accessible language**
  - Keep in mind that most participants have English as their second language, so try to speak slowly and clearly when communicating and try to use simple words.
  - When using technical terms or abbreviations, explain them the first time you use them and then be consistent.
  - If something you have said is not clear to participants, please repeat or write it in the chat function. It is also okay to ask if you do not understand something that is being said.
- **Make sure that you listen and allow space for everyone to participate**
  - We want to hear what all participants have to say. Everyone should feel welcome and respected.
  - Sometimes it can be hard to know the right time to speak during online meetings, the moderator will help to organise this but you can also **raise your hand** or write in the instant messenger section if you would like to speak.
- **Please respect everyone's privacy.**
  - Keep in mind to be respectful towards others in your use of social media at all times.
  - **Please do not screenshot or take photos of meetings without prior consent from all participants.** Be careful to follow the activities and discussions of the event and do not post pictures or remarks about others without asking them first.





- **Use your camera and microphone only if you feel comfortable to do so.**
  - There is no obligation to use your camera or microphone during online events.
  - In order to follow the discussion well, please remember to mute your microphone when you are not speaking.
- **Regarding the use of private messaging:** children and adults should not send each other private messages unless they are a member of the child participation team, a technical host, a parent and/ or legal guardian, or a supporting adult.
- **Be yourself!**
  - You have been asked to participate because we want to hear what you have to say. No suggestions or questions are wrong or bad.
  - Let's all remember to welcome and appreciate diversity.

*If you think that anyone's behaviour towards a child is not appropriate, or if you notice someone going against the Code of Conduct in any way, then please share that information with Eurochild's Child Safeguarding Focal Person Lenia Kriki ([lenia.kriki@eurochild.org](mailto:lenia.kriki@eurochild.org) +33766621466). She will help take care of the situation and assist you in any way needed.*

