

# Forum Code of Conduct

Our Forums aim to provide information, networking platforms, and hubs for the exchange of best practice and thought leadership. Our purpose in hosting Forums is to build a community of interest. To that end, our goal is to create an environment where everyone feels welcome to participate, speak up, ask questions, and engage in discussion. We invite all those who participate in these events to help us create safe and positive experiences for everyone. In order to do this, we ask that you follow a few simple rules:

## Expected behaviour

- Participate in an authentic and active way. In doing so, you contribute to the strength and longevity of the community.
- Exercise consideration and respect in your speech and actions.
- Attempt collaboration before conflict.
- Refrain from demeaning, discriminatory, or harassing behaviour and speech.
- Be mindful of your surroundings and of your fellow participants. Alert Forum Chairs or FCGB staff if you notice inappropriate behaviour or violations of this Code of Conduct, even if they seem inconsequential.

## No advertising/selling

Please refrain from promoting goods and services unless you are sponsoring a Forum. This includes advertising commercial services and overtly pitching for business.

## Unacceptable behaviour

Every Forum aims to provide a harassment-free environment for everyone, regardless of gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, or religion (or lack thereof). We do not tolerate harassment of, or discrimination against, participants in any form. Sexual language and imagery are not appropriate during any aspect of the Forum.

## Reporting an incident

If you see, overhear or experience a violation of the Code of Conduct during a session, please seek out the nearest French Chamber team member or Forum Chair to escalate your complaint or email us: [forumsandclubs@ccfgb.co.uk](mailto:forumsandclubs@ccfgb.co.uk).

## Cancellations

If you're no longer able to attend a session, please let us know so that we can free up space for others who may be on a waiting list, or send us the name of a colleague who could come in your place.