

Raising Films

Our Code of Conduct and associated policies apply to staff, board members, ambassadors, volunteers, interns, freelancers, the training, events, residencies and programmes we run, and the industry interaction we have with partners and sister organisations.

Equality and Diversity Policy

It's our policy not to discriminate on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, disability, trade union membership or non-membership, sex, sexual orientation, caring responsibility, pregnancy and maternity, gender identity, marital/civil partnership status or age.

Safeguarding Policy

Raising Films recognises its responsibility to safeguard the welfare of all by a commitment to practices which protect them. Safeguarding involves keeping others and ourselves safe.

Code of Conduct

At Raising Films, we commit to the following code of conduct:

1. We treat each other with kindness, respect and consideration. We value inclusivity, appreciate difference, welcome learning from others, and consider people equal without prejudice or favour. We build relationships based on mutual respect. We will all work to give and receive feedback in a constructive way, which we know will improve creativity and productivity.
2. We are committed to providing adequate protection for complainants and victims, and, where bullying or harassment (face-to-face or online) is found to have occurred, taking appropriate action against bullies or harassers.
3. We will not use our position to bully, abuse, victimise, harass or unlawfully discriminate against others.
4. We recognise that bullying and harassment can have significant adverse impacts on the productivity, long-term health and well-being of affected people, and we will work to eradicate it.
5. We will take reasonable steps to ensure that people who wish to raise concerns about bullying, discrimination, harassment and/or victimisation by others feel able to do so and will co-operate fully with any process set down.
6. We understand that reporting bullying or harassment can be intimidating. We will respect confidentiality where possible. If anyone comes forward to report behaviour which might amount to bullying or harassment, we will endeavour to investigate objectively. Individuals who have made complaints of bullying and harassment, or participate in good faith in any investigation should not suffer any form of reprisal or victimisation as a result.
7. Our zero-tolerance approach includes a commitment that everyone in our community will be treated equally.
8. We will call out banter that is offensive. We will challenge when we see inappropriate behaviour or hear inappropriate comments both face to face and online. We believe that doing nothing makes us complicit.

What to do if you feel that you are, or have been a victim of bullying and/or harassment, or wish to raise an incident of discrimination:

- Contact Raising Films [via email](#) (messages will be picked up by the job share Project Managers) outlining the situation and/or speak to the event manager or course tutor on site. If the incident takes place during an event the complaint will be addressed immediately and otherwise we'll respond within 48 hours. We may involve the Raising Films founders / board as necessary.
- If you need to share your concern with someone outside of the 'regular' reporting line. Please contact the Film and Television Charity's free support line on 0800 054 0000.
- You may also wish to consult with a guild, professional association, ACAS and a union such as BECTU.

What to do if there is an emergency, safeguarding issue or disclosure:

- Inform the event manager or course tutor on site.
- If you are worried about an adult in immediate danger contact the Police or Accident and Emergency on 999
- If you are worried about a child in immediate danger contact the NSPCC for advice on their free helpline 0800 800 5000, the Police and/or Accident and Emergency on 999.
- Stay calm and if applicable reassure the person they have done the right thing by talking to you, never promise confidentiality where abuse may have occurred. Make a factual record of the event or conversation and do not confront the abuser if there is one.