



MACLAREN ART CENTRE CODE OF CONDUCT

The MacLaren Art Centre's code of conduct governs the behavior of all persons in or associated with the MacLaren Art Centre.

Purposes of the Code

- 1) To ensure that all staff, volunteers and patrons are treated with respect and dignity;
- 2) To maintain a safe and healthy environment; and
- 3) To encourage the use of non-violent means to resolve conflict.

Standards of Behaviour

All staff, volunteers and patrons must:

- Respect and comply with all applicable federal, provincial and municipal laws;
- Demonstrate honesty and integrity;
- Treat one another with dignity and respect at all times;
- Respect the rights of others, regardless of race, ancestry, place of origin, ethnic origin, citizenship, religion, gender sexual orientation, age or disability;
- Show proper regard for the MacLaren property and personal property of others;
- Seek assistance from a staff member, if necessary, to resolve conflict peacefully; and
- Respect the needs of others to work in an environment conducive to learning, creating and working.

Safety

Staff, volunteers and patrons must not:

- Pose a physical threat, intimidate or cause physical injury to any other person;
- Pose a threat under the influence of alcohol, illegal drugs, noxious substance or provide others with any of the substances listed;
- Engage in behaviour that is insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual, including all forms of harassment, from bullying to hate propaganda and profanity; or
- Engage in sexual harassment, i.e. conduct of a sexual nature that is unwanted and likely to cause offence or humiliation to any individual.

Discipline Procedures

Depending on the incident, the process may include:

- 1) Verbal warning
- 2) Individual will be asked to leave the class/workshop/premises upon knowledge and proof of breach of conduct codes
- 3) Removal from the programme/premises permanently

Issues will be dealt with by the Executive Director of the MacLaren Art Centre, a member of the MacLaren Joint Health and Safety Committee and the appropriate department head/supervisor.

Compliance

By participating in a MacLaren programme, the attendee agrees to comply with the MacLaren Art Centre's code of conduct. Parents and guardians will explain the code of conduct to children under 18 years of age.