

Hui-ā-Tau | Annual Conference

Safe Space Policy

NZEI Te Riu Roa is committed to providing a safe and harassment-free experience for everyone regardless of gender, gender identity and expression, sexual orientation, age, ability, physical appearance, size, race, religion or occupation.

NZEI Te Riu Roa will not tolerate harassment. Harassment includes (but is not limited to)

- Offensive written or verbal comments
- Offensive social media posts
- Cat-calling or sexual harassment
- Deliberate intimidation
- Stalking or following
- Unwanted physical contact

Intoxication, ignorance or 'jokes' do not excuse inappropriate behaviour.

This policy applies to everyone who attends the conference and associated events (representatives, observers, guests and staff).

Responsibility

Ngā pou, outlined in Mōku te Ao, are clear examples of our values. Everyone is responsible for maintaining a safe space at Annual Conference. If you are being harassed or see someone else being harassed please report it as soon as you can.

We have a roopū of members and staff who are our kaitiaki, helping to maintain a safe space for everyone. This group will be announced once registrations are closed, and this page will be updated accordingly. They will be easily identified by their lanyard colour.

The kaitiaki can:

- be contacted in person or by email at kaitiaki@nzei.org.nz for support (see Reporting below);
- provide a listening ear, and take appropriate action where harassment has occurred.

Kaitiaki will have access to relevant training and support.

Reporting

If you are being harassed or feel unsafe or see someone else being harassed please contact a designated safe space kaitiaki as soon as you can, or make a report to kaitiaki@nzei.org.nz

(we encourage you to leave your name and contact details so we can update you on any action needed)

We respect confidentiality requests to protect targets of harassment.

Our emphasis is on creating a safe space for everyone at Hui-ā-Tau, in line with ngā pou in Mōku te Ao. This means that our immediate focus is ensuring that anyone reporting an incident is listened to, given options supportive of their safety and informed (where relevant) of action taken in response to their report.

- People reporting will be offered the opportunity to discuss their report in a confidential space and with any support people they require.
- The Korimako Tangiata | National Secretary will be notified that a report has been made (with no identifying details). This allows early identification if any further support or resources are required.
- NZEI Te Riu Roa staff may request a colleague sits in to hear/discuss the report and suitable next steps.
- All people making a report will be offered information on other relevant support, such as counselling.
- We will gather information relevant to the report. This will include information on the people present and what happened.

Consequences

Safe Space kaitiaki will recommend outcomes/next steps based on the information in the report and any further information obtained while reviewing the report. If the reporter does not wish any action to be taken this will be respected.

Any action required will be taken as soon as possible, to ensure Hui-ā-Tau is a safe space for all.

Potential outcomes can include, but are not limited to:

- Providing NZEI Te Riu Roa escorts to/from events
- Mediating between parties
- Contacting venue security or the police
- Cancelling the right to attend the conference immediately
- Exclusion from particular sessions or events related to the conference
- Report to Te Kahu Kiwi
- (if staff) Report to line manager for action

Privacy considerations

In line with the Privacy Act, we will only hold or store information relevant to a report for the purposes that it is collected – to give effect to this policy. All reports will be treated with confidentiality.

This policy was inspired by codes from [Geek feminism](#), [Play by Play](#) and [WWGSD](#).