



ONLINE EVENTS CODE

Thank you for signing up to attend our online meet up, we look forward to you joining us.

To ensure everyone can take part and enjoy the session we ask that attendee's always follow the Steel Bones Family Agreement, Community Culture and the following code.

- All meetings will be recorded and these recordings stored on our secure server.
- Not sharing the meet up links or passwords online or with individuals. Only those registered will receive the link to the meeting.
- If you are ever worried about someone during the meet up or see something that doesn't feel right, please let a member of staff know by sending a private message via the chat function or emailing hello@steelbone.co.uk or ringing 01223734000
- Please do not share personal information (like your phone number, address or bank information) and please ensure that you don't have any personal information or personal items that you wouldn't want others to see in the background of your camera.
- Please keep all conversations confidential – please do not use any information you hear to gossip or judge about anyone outside of the meeting
- Please do not use offensive language (like swearing, or using words that might offend someone).
- Please do not share any lewd, offensive or illegal content via the content sharing functionality.
- Please be considerate and respectful of all attendee's and give everyone the chance to speak. For some people that attend this is the only opportunity they have to meet other amputees and so it is really important we give everyone the chance to speak. Thank you for your help with this.
- If you are finding it difficult to be heard then you can use the chat function to let the group know that you'd like to say something. The reactions can also highlight to others that you'd like to speak.
- Please respect others' wishes if they choose to take part in the meet up without enabling video, this is every individual's choice.
- This event will run for an hour. We will keep strictly to this. This is to ensure we don't eat into anyone's day too much and we can keep focussed and moving the talk forward so no one gets bored. However, if we do not have a chance to speak to you or we have had to cut our conversation short we will be in contact via email to ensure you are fine and we can have a call to go through anything you need. We will only be moving onto other people to ensure everyone has a chance to speak.

- Please don't be offended if we have to move on from you, we will politely thank you for your contributions and move onto another to ensure everyone has a chance to speak.
- Please respect people may not want to talk outside of the events and keep connections purely to the event. They should not be judged for this. Please respect the Host volunteers we are very lucky to have them and we know they love speaking to you.

If attendee's fail to follow this code they will be contacted by our team. We reserve the right to remove attendees from the meeting if necessary to maintain a safe environment for the rest of the group.

Thank you for reading this code we look forward to you joining a future meet up. If you have any questions in the meantime you can get in touch on 01223734000 or by emailing hello@steelbone.co.uk