

Sunday Assembly East Bay - Code of Conduct

At Sunday Assembly East Bay, we are a secular community that celebrates life! We come through the doors proudly with our distinct shades of belief and unbelief. We are atheist and religious, spiritual and freethinker, humanist and agnostic, non-religious and secular, and all varieties in between.

As individuals, our stories are broad, diverse and nuanced. We enter the community with various experiences and backgrounds. As a community, our diversity makes our social group resilient and vibrant. Our common purpose is to live better, help often, and wonder more.

Recognizing the diversity of people and experiences, to help facilitate communication and respond to challenges, we have the following process for dealing with dangerous, disruptive and offensive actions and offer a set of ground rules for how people are asked and expected to behave at gatherings, digital forums, and public events.

An individual's actions at an SAEB gathering, digital forum, and public event may lead participants to voice concerns about one or more of the following...

1. Perceived threats to the safety of an adult or child
2. The disruption of Assembly activities
3. Diminishing the appeal of the Assembly to its potential and existing participants

The Board of SAEB will designate one-two individuals as an ad-hoc "Redirection" Team to respond to actions during the Sunday Assembly and in response to digital media concerns. In small group meetings, the leader of the event or their designated "Redirector" will be responsible for policy implementation.

As general policy, all SAEB participants are asked to abide by **General Rules of Decorum**:

Remember the need of others to be heard and limit the amount of time you spend speaking, unless you have permission from the group. Assume the best of the other person and avoid personal attacks. Use language that is inclusive and not abusive. Be intentional, and recognize the diversity of genders, philosophies, professions, and ethnicities in the community and potential community.

The following shall be the process of Sunday Assembly East Bay in dealing with issues related to safety, decorum, disruption, and diminishing appeal:

1. **Immediate Response:** If an immediate response is required due to disruptive actions and concerns about safety, action will be undertaken by the "Redirection Team" or Small Group Leadership. This may include asking the offending person or persons to leave, OR suspending the meeting or activity until such time as it can be safely resumed. If further assistance is required the Police Department may be called. Anytime such an action takes place, a follow-up letter detailing the action and offense should be written and circulated to the Board as soon as possible.
2. **Review and Respond:** Situations not requiring an Immediate Response will be referred to an ad hoc committee appointed by the Board.

The committee will respond in terms of their own judgement to the following criteria:

Dangerousness: Is the individual the source of a threat or perceived threat to persons or property?

Disruptiveness: How much disruption with Assembly functions is going on?

Offensiveness: How likely is it that prospective members or existing participants will be driven away?

To determine the necessary response, these points will be considered:

Causes: Why is the disruption occurring? Is it a conflict between the individuals and others in the Assembly? Is it due to a professionally diagnosed condition of mental illness?

History: What is the extent, if any, of disruption cause in the past?

Probability of Change: How likely is it that the problem behavior will diminish in the future?

The committee will respond on a case by case basis. However, three levels of action/response are recommended:

LEVEL 1 - The committee will inform the board of the request for review, and meet with the involved person or persons to communicate the concerns and seek resolution.

LEVEL 2 - The individual is excluded from specific SAEB activities and/or digital media for a limited period of time, with reasons and condition for return written and made clear (with a copy going to individual and the SAEB files)

LEVEL 1 or 2 action may be appealed to the full Board.

LEVEL 3 - The individual is excluded from all SAEB activities, premises, and/or digital media. Before being carried out, the committee will consult with the full Board. If it is agreed the expulsion takes place, a letter will be written and sent by the Minister to the individual outlining the expulsion, the individual's rights, and any possible recourse.

3. **Digital Media and Communications:** SAEB utilizes digital media to disseminate and create SAEB business information.
 - a. Digital Media: The purpose of SAEB digital media are to disseminate SAEB business information. Any other use is in violation of this policy.
 - b. People who misuse the digital media for private purposes (including, but not limited to, selling products) will be asked to comply with the policy.
 - c. Communications: If more than three emails are required to resolve a disagreement related to SAEB business, pause digital communications and set up a phone call or in person meeting.
 - d. Disruptive use of SAEB digital media may result in referral to ad hoc committee for review.

To support healthy, honest discourse and common work, and to redirect and hold accountable actions that are dangerous, disruptive or offensive, participants are asked to abide by the SAEB Code of Conduct framework when engaged in SAEB activities.