

Australian Conference on Neurodevelopmental Disorder (ACND)

ACND Respect Charter: Our shared commitment to walking together

The commitments below outline how ACND participants, speakers, and Committee Members (together known as ACND family) will approach each other during ACND gatherings, meetings and written communications:

1. We value our differences and recognise that we will not always see the world we live in the same way
2. We grow through our differing strengths by working and learning together
3. We acknowledge that our use of language and personal behaviour has an impact on others, and we will try not to shame or diminish another or their opinions in our communication
4. We preserve the confidentiality of others
5. We treat each other with courtesy and respect
6. We act with integrity and in a manner that maintains the reputation of ACND family

We strive to live out the **ACND Charter of Respect** and it is the responsibility of all ACND family to promote positive behaviours and challenge behaviours that don't reflect these commitments.

ACND Respect and Conduct Incident Response: Our shared actions when we upset each other

The ACND Committee are committed to providing a safe and collegial experience for all ACND family in all forms of communication during (designated and/or hosted) meetings, events, conferences and in written and spoken communications) regardless of age, ancestry, colour, marital status, national origin, race, religion, physical or mental disability, perceived disability, gender, sex or sexual orientation, or any other basis protected by pertinent national laws. ACND Committee does not tolerate discrimination or any form of prohibited harassment and is committed to implementing our Respect Charter. As a collaborative group, **ACND family** is committed to creating an atmosphere that encourages the free expression and exchange of clinical practice, scientific and educational ideas related to our shared passion to create a place where we value neurodiversity. Furthermore, **ACND family** upholds the philosophy of equal opportunity for and treatment of all **ACND family** in any venue or context.

Harassment Defined

Prohibited harassment includes verbal, physical, and visual conduct that creates an intimidating, offensive, or hostile environment. Harassing conduct can take many forms and includes, but is not limited to, the following: undue or excessive interruption of any event, speaker, or session; derogatory comments, insults, degrading or obscene words, jokes, demeaning statements, offensive gestures, or displaying derogatory or demeaning pictures, drawings, or cartoons based upon an individual's sex, gender, race, colour, national origin, religion, age, physical or mental disability, perceived disability, ancestry, marital status, sexual orientation, or any other basis protected by pertinent laws or local ordinances. The above list of prohibited behaviours is not a complete rendering of what may be deemed harassment prohibited by this guidance. The ACND Committee uphold a "zero tolerance" policy toward discrimination and all forms of harassment.

Reporting an Incident

Individuals who witness or experience inappropriate conduct at an ACND meeting or other ACND event, should report such conduct to any member of ACND Committee. Any individual reporting such conduct is not required or expected to discuss the concern with the alleged offender. Anyone experiencing or witnessing behaviour at an ACND event that is an immediate or potential serious threat to the safety/wellbeing of those present, or to the public, is advised to contact the local emergency services. **ACND family** are encouraged to report any incidents of perceived violations of this code as quickly as they can and feel safe doing. ACND Committee is committed to taking reasonable steps to prevent harassment and other prohibited conduct at its events and will make reasonable efforts to address promptly and thoroughly any prohibited conduct.

ACND Committee can only investigate situations that arise at ACND Committee hosted events, or if an individual is officially representing ACND Committee at another event.

Investigation

ACND Chair, or at the discretion of the Chair a sub-group of the Committee, will promptly and impartially. ACND Chair/Committee will investigate the facts and circumstances of any claim of inappropriate conduct or harassment under this guidance, without disclosing personal information, other than as necessary for the purpose of investigation. During an investigation, ACND Committee generally will do the following (as necessary) to determine appropriate action:

- document the nature of the complaint.
- interview the complainant (i.e., via verbal or written communication).
- conduct further interviews as necessary, such as with the alleged offender and witnesses, at an appropriate time,
- document ACND Committee's findings regarding the complaint.
- document recommended follow-up actions and remedies, if warranted; and
- inform the complainant of the basic nature of ACND Committee's findings.

Upon completion of the investigation, ACND Committee will take appropriate corrective measures against any person who has engaged in conduct prohibited by this guidance. These may include, but is not limited to:

- private reprimand.
- removal from the event without refund.
- implementation of conditions upon future participation in ACND events, meetings or gatherings.
- restriction from future participation.

ACND Committee may report any incident to proper authorities, and will do so if, in its sole discretion or as required by law, such reporting is advisable or necessary. Nothing in this policy shall restrict or discourage any individual who experiences or is the target of conduct prohibited by this guidance, from reporting such conduct to outside authorities.

Retaliation for complaints of inappropriate conduct or harassment are also considered harassment and will not be tolerated. Retaliatory behaviour in connection with ACND activities will be investigated in a similar manner to initial complaints.