

Policy of The Edinburgh Makars on personal conduct and on reporting problems

The Edinburgh Makars is a registered Scottish charity (SC020999) and a member of the Scottish Community Drama Association (SCDA). High standards of governance are required by charity law and rightly expected by our members and the public.

The Society is committed to providing an atmosphere that encourages involvement in and enjoyment of drama.

Safeguarding

It is the policy of The Edinburgh Makars that all participants in Society activities – including vulnerable people and those under 18 years old – will enjoy an environment that is safe and free from harassment. The Society is a signatory to the SCDA Code of Conduct on Protecting Vulnerable Groups (accessible from the SCDA's web page on Child/Protected Adult Legislation – Protecting Vulnerable Groups, http://scda.org.uk/?page_id=287).

Harassment

Harassment of any sort will not be allowed. This includes sexual harassment, which refers to unwelcome sexual advances and other verbal or physical conduct of a sexual nature. Anyone covered by this policy who believes that he or she has been subjected to harassment should contact the President of The Edinburgh Makars or another Society Officer. All complaints will be treated seriously and investigated promptly by the Committee. If necessary, an external arbiter (for example, from the SCDA) will be asked to lead the investigation.

Retaliation against persons who file a complaint or assist in the investigation is also a violation of this policy.

Anyone engaging in prohibited behaviour or making allegations of harassment in bad faith will be subject to sanctions. These range from a verbal warning, through ejection from the meeting or activity in question, to termination of membership. Behaviour may also be reported to other authorities where appropriate, such as the SCDA, the Office of the Scottish Charity Regulator (see below) or the police.

Notifiable events

The Office of the Scottish Charity Regulator (OSCR) has a system for Notifiable Events including:

- Fraud and theft
- Substantial financial loss
- Mistreatment of vulnerable beneficiaries
- A charity being subject to a criminal investigation
- Charity trustees acting improperly or when disqualified

Information on this system can be found on the OSCR website:

<https://www.oscr.org.uk/managing-a-charity/notifiable-events>

Such events should normally be reported to the OSCR by charity trustees. The charity trustees of The Edinburgh Makars are the committee members.