Welcome to the Edcamp Community by Digital Promise. These Terms & Conditions were created to ensure the integrity of the Edcamp model and to promote the well-being of members of the Edcamp community.

By registering to organize, attend, or sponsor an Edcamp, you are agreeing to abide by these Terms & Conditions. If you have questions, please email edcamp@digitalpromise.org.

TENETS OF THE EDCAMP MODEL

You agree to uphold the core tenets of the Edcamp model:

Free and open to all	Edcamps never charge a fee and are open to educators of all levels, subjects and schools. Edcamps are designed to expand professional learning communities by encouraging educator participation across schools and districts.
Participant driven	Edcamps allow participants to collaboratively determine session topics. Typically, session topics are sourced from those attending the Edcamp and the session board is built the day of the Edcamp with participation from participants. However, online Edcamps are allowed to source session topics through their registration process in order to best prepare for their online event.
Experience, not experts	Edcamps encourage participants to facilitate sessions by sharing experiences. At Edcamp, we encourage conversations, not planned presentations.
Rule of two feet/clicks	Edcamps suggest participants find sessions that meet their needs to maximize learning. If you are in a session that is not meeting your needs, we encourage you to move on to another session that may be better suited. Online Edcamps use the "Rule of Two Clicks" to find a session that better meets their needs!
Vendor free	Edcamps may not sell any goods/services or require attendees to purchase goods or services. We do not condone inviting vendors to an Edcamp.

EDCAMP BRAND AND RESOURCES

By registering an Edcamp event with the Edcamp Community by Digital Promise, you agree as an organizer that you are not acting as an agent for or on behalf of the Edcamp Community and that you are acting on your own volition simply using and licensing materials supplied by the Edcamp Community for an organized event. You agree that you will not charge participants or solicit any vendors for your Edcamp event.

Additionally:
1. You agree to use the name "Edcamp" in the title of your event.
2. You agree to use a logo that incorporates the Edcamp apple.
3. If you are eligible for funding or material support from Digital Promise, you agree to use them to meet your Edcamp's needs.

Influencer Disclosure: All Edcamp organizers and participants are asked to disclose relevant details prior to or at an Edcamp, including the company/companies and relationship(s)/compensation, or indicate that they do not have a material connection to disclose. Please be sure that any presenters in your session are aware of this requirement.

As a reminder, a recent Federal Trade Commission (FTC) ruling requires that anyone who endorses a product through social media or presentations should make their relationship with the brand ("material connection") obvious. A "material connection" to the brand includes a personal, family or employment relationship, or a financial relationship, such as the brand directly paying fees, covering travel, or providing free or discounted products or services. Disclosure of these kinds of relationships is important because it helps keep recommendations honest and truthful, and it allows people to weigh the value of presenter endorsements. As an influencer, it's your responsibility to make these disclosures, to be familiar with the Endorsement Guides, and to comply with laws against deceptive ads.

EDCAMP DATA SHARING

By registering to host, attend, or sponsor an Edcamp:
- You understand that your information will be shared with the Edcamp Community by Digital Promise and saved in a secure CRM database.

- You understand that you may be contacted by Digital Promise and the Edcamp Community.

By registering your event:
- You agree to register your participants through Edcamp's community Eventbrite account, or to submit your registration list promptly after your event.
- You agree to share your session board with the Edcamp Community at Digital Promise within two weeks of your event.

EDCAMP CODE OF CONDUCT

Edcamps are intended to be safe and supportive environments where educators can come together for learning and collaboration. Everyone at an Edcamp event contributes to this environment and is expected to behave responsibly and respectfully according to the following community rules. At the discretion of the Organizers, participants violating these rules may be asked to leave an Edcamp event. At the discretion of the Edcamp Community, Organizers who violate these rules may be precluded from hosting and organizing future Edcamp events.

To help make Participants aware that there is a Code of Conduct and to encourage compliance, Edcamp's Terms & Conditions will be posted on the Digital Promise website under Edcamp Community's initiative. Edcamp event Organizers must post the following statement on their registrations and/or websites and provide a link to the Terms & Conditions:

> *The Edcamp Community and [insert event name, e.g., EdcampCityName] are dedicated to a respectful, harassment-free experience for everyone. The Edcamp Community's Terms & Conditions, including our Code of Conduct, can be found at: https://digitalpromise.org/wp-content/uploads/2023/03/Edcamp-TermsConditions-2023.pdf*

We recommend that Organizers include a reminder about the Code of Conduct and our community values at the opening/welcome to their Edcamp.

Harassment Defined

The Edcamp Community is dedicated to providing a harassment-free Edcamp experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, ethnicity, age, religion, or other factors.

Harassment or bullying can take the form of a number of different behaviors, including persistent comments, actions, jokes, or suggestions, which are unwanted by the recipient and create an intimidating environment. Other forms of harassment or bullying may include, but are not limited to:

- Sustained disruption of talks or other events;
- Harassing photography or recording, including taking or posting them without the subject's informed consent;
- Offensive language or gestures, gossip, or slander;
- Failing to acknowledge the rights or needs of people with different views or practices;
- Inappropriate physical contact, sexual or otherwise;
- Posting of sexual images in public spaces, or via electronic communication;
- Deliberate intimidation, stalking, or following;
- Unwelcome sexual attention or request for sexual favors;
- Express/implied threat of dismissal/loss of promotion on racial grounds or for refusal of sexual favors;
- Persistent undermining of confidence, competence, and self-esteem;
- Undignified treatment or exclusion of people with disabilities or on the grounds of gender, age, sexual orientation, or race; or
- Advocating for, or encouraging, any of the above behavior.

Session Interruptions

Sessions should not be stopped for one-time gaffes or minor problems, although Organizers should try to speak to those involved afterward. That said, Organizers should take immediate action if necessary to politely and calmly stop any session in which an Offender repeatedly or seriously violates this policy. For example, an Organizer (or a Participant, if an Organizer is not present) may simply say, "I'm sorry, this session cannot be continued at the present time," without any further explanation. A written report should be made promptly thereafter and sent to edcamp@digitalpromise.org.

Warnings

Any Participant can issue an oral warning to an Offender that his or her behavior violates this Policy. The Participant should make a report of the warning to the Edcamp event Organizer as soon as practical, preferably in writing. The report should include: name or description of the Offender; the time the Participant issued the warning; a description of the offending behavior; the approximate time of the violating behavior (if different than the time of warning); the circumstances surrounding the incident; the Participant's name (if not anonymous); and any other people or witnesses involved in the incident.

Expulsion

The Organizers may decide to expel a Participant from an Edcamp event for whatever reasons they deem sufficient if the Participant has violated this Policy. However, here are some general guidelines regarding the grounds for when a Participant should be expelled:

- Any offense resulting in a warning from Organizers;
- Continuing to harass after any "No" or "Stop" instruction;
- A pattern of harassing behavior, whether with or without warnings;
- A single serious offense (e.g., punching or groping someone); or
- A single obviously intentional offense (e.g., recording someone without their knowledge and consent).

Enforcement

A Participant who is asked to stop any harassing behavior must comply immediately with the request.

If a Participant engages in harassing behavior, Organizers retain the right to take any action(s) to ensure that the Edcamp event remains a welcoming environment for all Participants. This includes, but is not limited to, warning the offender (the "Offender"), expelling the Offender from the Edcamp event, preventing future attendance by the Offender at any Edcamp event, and/or terminating the event in progress. The Edcamp Community retains the right to take any action(s) to ensure that Organizers comply with this Policy.

Edcamp Organizers may take action that they believe is appropriate and consistent with this policy. Participants concerned about the conduct of Organizers are

encouraged to report concerns directly to the Edcamp Community. The Edcamp Community is simply a sponsor of the Edcamp event; however, if the Edcamp Community receives a report of a concern, it may take action that it, in its sole discretion, believes is appropriate, including, but not limited to prohibiting future attendance at events hosted by the Edcamp Community, or prohibiting certain individuals from organizing Edcamp Community-sponsored events in the future. Because situations and interpretations vary, the Edcamp Community also reserves the right not to take any action. Under no circumstances will the Edcamp Community be liable in any way for any of the Organizers' or Participants' actions or non-actions.

As a general rule, Organizers are urged   not to make any public statements about any harassment, or any actual or potential responses to the same, during or after the Edcamp event.

Making and Taking Reports

If someone makes and any Organizer(s) or Participant(s) feel unsafe or unwelcome at an Edcamp Community-sponsored event, they should report the incident in one of the ways outlined below as soon as possible:

1. Participants should report the incident to the Edcamp event Organizer.
2. The Edcamp event Organizer must create a written report and send a copy of this incident report to edcamp@digitalpromise.org.
3. If the Offender is the Edcamp event Organizer, the incident report should be sent directly to the Edcamp Community at edcamp@digitalpromise.org.

When taking a report, Organizers must make efforts to ensure confidentiality and safety. They may involve other Edcamp event staff to ensure the report is managed properly. Once the individual who witnessed or experienced harassment (the "Reporter") is safe, Organizers will ask the Reporter to recount what happened. This process can be upsetting, but Organizers will use all efforts to treat the Reporter, and the situation, as respectfully as possible. The Reporter may also feel more comfortable if they have someone with them for support. The Organizers should not ask the Reporter to confront anyone, and will also make efforts to keep the Reporter's information confidential. The Reporter may also ask Organizers for help with contacting local law enforcement or local support services, providing escorts, or offering other assistance.

Organizer Reporting Responsibilities

Organizers must report all incidents in writing to the Edcamp Community at edcamp@digitalpromise.org as soon as possible. This report should be sent either during, or immediately following, the Edcamp event, and describe how the incident was investigated and resolved. It is more important to submit a timely report than a comprehensive one; an initial report can be appended with additional details as they become available.

When taking a report from someone who witnessed or experienced harassment (the "Reporter"), Organizers should record the Reporter's experience, including all elements of a report, as described above, and reassure the Reporter that they are being taken seriously. However, Organizers should avoid making specific promises about what actions the Organizers, or the Edcamp Community will take. Organizers are not agents of the Edcamp Community and cannot speak on behalf of the Edcamp Community. Organizers should ask for any other information if the Reporter has not volunteered it (such as time, place), but should not pressure the Reporter to provide it if they are reluctant. Even if the Reporter cannot provide important details, Organizers should still record the incident.

If the Reporter desires it, Organizers may arrange for an escort by an Edcamp Organizer or another Participant or trusted individual, may contact a friend of the Reporter, and/or contact local law enforcement. Organizers should not pressure the Reporter to take any action if they do not want to take action. Organizers should respect the Reporter's privacy by not unnecessarily sharing details with others, especially individuals who were not involved with the situation or with non-Organizers.

Gratitude: The above is based on the example policy from the Geek Feminism wiki created by the Ada Initiative and other volunteers. Many thanks for developing a template! And many thanks to all who attend Edcamp events for your help enforcing this Policy!