

COSTUME RETREAT ANTI-HARRASSMENT POLICY

Even though Costume Retreat is 100% online, we still have strict rules about harassment. If we find that you are exhibiting harassing or disruptive behavior, you will be removed from your class or Zoom space (event, etc.) without warning.

By attending Costume Retreat, you acknowledge this policy, and agree to it in full.

ANTI-HARRASSMENT

Any action or behavior that causes significant interference with convention operations, excessive discomfort to other attendees, or adversely affects the convention's relationship with its guests, its venues or the public is strictly forbidden and may result in permanent suspension of membership.

—What is harassment?—

Harassment is generally any behavior that causes discomfort or alarms or threatens another person or group.

Here are some examples of harassment:

- Offensive verbal comments about sex, pregnancy, gender, gender identity, gender expression, sexual orientation, sexuality or marital status.
- Offensive verbal comments about physical or mental disability, physical appearance or body size.
- Offensive verbal comments about race, color, ancestry, national origin or religion.
- Offensive verbal comments about age, genetic characteristics, or a history or diagnosis of cancer. (The characteristics listed in these four bullet points are the “protected characteristics.”)
- ***Sustained disruption of classes, talks or other events.***
- Leering, staring or suggestive gestures.
- Stalking or following someone around a public area without their consent.
- Repeated requests for dates or requests for sexual favors.
- Showing sexual images or carrying out sexual activities in public spaces.

- Epithets, slurs, negative stereotyping, offensive jokes or offensive visual materials related to a protected characteristic.
- Any written, visual or graphic material that denigrates or shows hostility or aversion to an individual or group because of a protected characteristic.
- Photographing or recording someone when you have been asked not to.
- Uninvited physical contact, including touching, grabbing, patting, pinching, hugging, kissing.
- Threatening to physically attack someone.
- Sexual assault.
- Graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, or obscene letters, notes or invitations.
- Harassing communications via letters, phone calls, e-mails, text messaging or social media.
- Prohibited harassment includes gender-based harassment of an individual of the same sex as the harasser.

WHAT DO I DO IF I AM BEING HARASSED?

In some cases you may find the harassment stops if you clearly say 'no' or 'please leave me alone', or simply walk away. We would appreciate it if a Costume Retreat Committee or CGW Board member was informed right away to help us identify any repeat offenders.

If you continue to be harassed, don't hesitate to ask for someone's help. We will mediate the situation, help you contact venue security or law enforcement, or otherwise assist you to feel safe during the conference.

Costumers Guild West will not retaliate against an individual for coming forward with a complaint of harassment.

—What should I do if I see someone else being harassed?—

Ask the person being harassed if they are okay. Offer to help them find an appropriate board or committee member to report the problem to, or stay with them while someone else finds help.

—What can I do if someone accuses me of harassment?—

Participants asked to stop harassing behavior must comply immediately.

If someone makes a complaint against you, listen, and be aware that your actions may not have come off as you intended them. If this has occurred, be prepared to apologize, sincerely and without qualifiers. Please understand that, in such a situation, the safety of guests is the highest priority.