brighton and sussex medical school

BSMS Outreach: Code of Conduct for Online Activity

To ensure the safety of participants and to provide a positive learning environment, we - Brighton and Sussex Medical School (BSMS) Admissions and Outreach Team - have developed an Online Code of Conduct. We ask participants that they behave with consideration, respect and kindness to other participants during the sessions.

For each session we will be using the online platform; Zoom Videoconferencing Software. To ensure your safety and that of other participants, we will: -

- Provide participants with login details one hour before the session
- Enable a waiting room facility for each session to be able to monitor arriving participants
- Alter participants user names to ensure they are not identifiable
- Provide clear instructions for the use of the chat, annotate and 'Ask for Help' functions
- Inform participants that each session will be recorded
- Inform participants that they do not need to have their webcams on during the sessions
- Provide contact details to participants in case they have any concerns they would like to raise.

Ensure that all BSMS Outreach staff and any guest speakers will be clearly identified at the start of the session and through their screen names.

To participate in BSMS online sessions you therefore agree: -

- To be respectful of others and to not use words or share content that is offensive or inflammatory
- To not disrupt the delivery of the session or the participation of others
- To not give out or record any personal information, such as full name, phone number, email address and/or any other contact details
- That if we deem you have breached the Code of Conduct, you will be removed from the session and any further action will be taken as necessary.

Please note that if you have any concerns and/or are upset by any of the content covered, please contact the Admissions and Outreach Team directly either through the direct chat on the platform or via email: outreach@bsms.ac.uk