

Leeds Arts Union

Students' Union Event Attendee Code of Conduct 2026/2027

Leeds Arts Union is committed to ensuring a safe and inclusive community, with events that are led by students for the benefit of each other. Students' Union Liaison staff support the organisation of events.

We are dedicated to ensuring a respectful and welcoming environment at all Leeds Arts Union events, which can include events organised by societies and members of the Executive Officer Committee ('Students' Union event').

In attending a Students' Union event, you confirm that you have understood and agreed to this Event Attendee Code of Conduct, Students' Union Constitution, and Students' Union Code of Practice, the Code of Practice on Freedom of Speech and Expression, and all University policies and processes that are relevant to any activities carried out through the Union. Failure to observe any of the below standards may result in you being asked to leave the event, and further University action will also be taken if necessary.

As a member of Leeds Arts Union, you are entitled to input and can provide any ideas or feedback to the Society Leader, Students' Union Executive Committee or to Students' Union Liaison staff via email to student.union@leeds-art.ac.uk

As an attendee of any Students' Union event, you agree:

1. When engaging in any Students' Union event, you are primarily responsible for your own personal safety and your participation is at your own risk. You agree that you are medically fit to participate in any physical activity, that you will comply with all event rules, notices and directions given by the Society Leader, member of the Executive Officer Committee, the event organiser or any member of Leeds Arts University staff. You agree that use of any equipment or property is entirely at your own risk, that you will act in a safe and responsible manner at all times and that you will be liable for any damage or loss caused by you.

Your participation in any activity or event which is not organised by, or affiliated with, the relevant society or Leeds Arts Union is entirely voluntary and at your own personal safety risk.

2. All Students' Union event attendees will act respectfully towards each other and abide by the Student Charter, the Code of Conduct on Freedom of Speech and Expression and this Students' Union Event Attendee Code of Conduct. Participants should report any concerns to the Society Leader, member of the Executive Officer Committee or the event organiser, and also to Students' Union Liaison staff.
3. Society Leaders and/or the Executive Officer Committee are the point of contact for Students' Union Liaison staff regarding Students' Union events and are responsible for liaising with staff regarding events and communicating with attendees. Members of Leeds Art Union may play an active role in collaborating on ideas and events, however all communications regarding organising events and requesting funds must be made through the Society Leader or the Executive Officer Committee directly to the Students' Union Liaison staff.
4. With the exception of the Life Drawing society sessions, photographs or screenshots may be taken by Society Leaders, the Executive Officer Committee or Leeds Arts University staff for a variety of purposes, including posting on social media or use in other marketing materials.

Any event photographs taken by Leeds Arts University staff, Society Leaders, the Executive Officer Committee or hired photographers may be used on the Leeds Arts Union website, the Leeds Arts University website, eStudio, social media or printed materials. These photographs may be used for the purposes of promotion and marketing of Leeds Arts Union and/or Leeds Arts University events, activities and initiatives.

All attendees will be given fair and advanced warning at the start of the session, and no pictures or screenshots will be taken without you being made aware and giving verbal permission. If you do not wish to be photographed, or do not wish your image to be shared, you will be given the opportunity to not be in shot, or to have your image captured.

5. All attendees agree to uphold any Health and Safety measures put in place at any Students' Union event. Risk Assessments will be undertaken by the Society Leader or the Executive Officer Committee in conjunction with Students' Union Liaison staff and in liaison with the Health and Safety Officer where applicable. Society Leaders, the Executive Officer Committee, Students' Union Liaison staff, or coaches/instructors in the case of organised sports events, will communicate with members any Health and Safety information, and/or required measures at the start of a session.

In circumstances where it is appropriate, Health and Safety disclaimers will be included on event descriptions on the Leeds Arts Union website. Event attendees are also advised to pay due attention to signs that may be in spaces on-site relating to Health and Safety, for example signs advising to check packaging for allergens on food products provided.

6. If you are a member of a sports society, it is your responsibility to ensure that you have paid all necessary membership fees, and any league fines that may have been issued to you. If you attempt to attend sports training or matches without purchasing a membership you may be asked to leave the venue and/or removed from the society.

7. If you are a member of a sports society, it is your responsibility to notify the Society Leader if you are unable to attend a scheduled league match, so that they can ensure that a full team is available to play. Failure to present a full team will result in the match being forfeited and a fine being issued to Leeds Arts Union, so the sooner you let your Society Leader know if you can't attend, the better.
8. If you are a member of a sports society, it is your responsibility to sign up to each training session that you plan to attend, so that attendance can be monitored and capacity managed.
9. Students' Union events take place in person. However, if special circumstances dictate that an event needs to take place online, then this should take place on Microsoft Teams. Students' Union events that take place online are not monitored or attended by Leeds Arts Union. If you choose to attend an event on a platform that is not supported by Leeds Arts University or Leeds Arts Union, then this will be done at your own risk.
10. In the event that you witness or are made aware of a breach of any of the documents referenced in this Code of Conduct, the Life Drawing Society Session Guidelines or the Run Session Guidelines, you are encouraged to inform your Society Leader and Students' Union Liaison staff members. Where necessary, further University action will be taken. All Students' Union events are facilitated in line with University policies.
11. Failure to observe any of these points may result in removal from the event and/or restriction or prevention from attending future Students' Union events. Further University action will also be taken if necessary.